



RUSSIAN MARITIME REGISTER OF SHIPPING

CIRCULAR LETTER

No. 221-04-1926c

dated 19.04.2023

Re:

amendments to the Rules for Technical Supervision during Construction of Ships and Manufacture of Materials and Products for Ships, 2023, ND No. 2-020101-175-E

Item(s) of supervision:

activity of firms, service suppliers, testing laboratories

Entry-into-force date:

01.05.2023

~~Cancels / amends / adds Circular Letter No.~~

~~dated~~

Number of pages:

1 + 13

Appendices:

Appendix 1: information on amendments introduced by the Circular Letter

Appendix 2: text of amendments to Part I "General Regulations for Technical Supervision"

Director General

Sergey A. Kulikov

Text of CL:

We hereby inform that the Rules for Technical Supervision during Construction of Ships and Manufacture of Materials and Products for Ships shall be amended as specified in the Appendices to the Circular Letter.

It is necessary to do the following:

1. Bring the content of the Circular Letter to the notice of the RS surveyors, interested organizations and persons in the area of the RS Branch Offices' activity.
2. Apply the provisions of the Circular Letter when performing technical supervision of firms, service suppliers and testing laboratories requested for survey on or after 01.03.2023.

List of the amended and/or introduced paras/chapters/sections:

Part I: paras 1.1.1, 2.1, 3.1, 3.12, 8.1.1 — 8.1.5, Chapter 8.2, paras 9.1.5, 9.2.1.1, 9.2.1.2, 9.2.2 — 9.2.11, 9.2.12.1, 9.2.13.1, 10.2.1.2 — 10.2.1.4, 10.2.4.1, 10.2.4.3, 11.2.1.1 — 11.2.1.3, 11.2.2.1 — 11.2.2.3, 11.2.3.1 — 11.2.3.3, 11.2.5 — 11.2.9, the heading of Section 12, para 12.1.1, Table 12.1.1, paras 12.1.2 — 12.1.4, 12.2.1.1 — 12.2.1.3, 12.2.2.1 — 12.2.2.3, 12.2.3.1 — 12.2.3.3, 12.2.5 — 12.2.8, 12.3.2.2.3, 12.3.2.6.1, 12.3.3.1, 12.3.3.1.1, 12.3.3.2, 12.3.3.2.1 and 13.1, Appendix 3

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**Information on amendments introduced by the Circular Letter
(for inclusion in the Revision History to the RS Publication)**

Nos.	Amended paras/chapters/ sections	Information on amendments	Number and date of the Circular Letter	Entry-into-force date
1	Para 1.1.1	New definitions "Recognition of service supplier" and "Special requirements" have been introduced	221-04-1926c of 19.04.2023	01.05.2023
2	Para 2.1	Requirements for normative documents based on which the Register performs its activity on technical supervision have been specified	221-04-1926c of 19.04.2023	01.05.2023
3	Para 3.1	Conditions for performance of technical supervision by the Register have been specified	221-04-1926c of 19.04.2023	01.05.2023
4	Para 3.12	Conditions for issuance of the reports as per forms 6.3.18 and 6.3.19 have been specified	221-04-1926c of 19.04.2023	01.05.2023
5	Para 8.1.1	Application of Section 8 has been specified	221-04-1926c of 19.04.2023	01.05.2023
6	Para 8.1.2	Para has been amended regarding requirements relating to the audit of conformity for the purpose of recognition of the firm by the Register	221-04-1926c of 19.04.2023	01.05.2023
7	Para 8.1.3	Para has been amended regarding requirements for legal status of firms	221-04-1926c of 19.04.2023	01.05.2023
8	Paras 8.1.4 and 8.1.5	Paras have been deleted	221-04-1926c of 19.04.2023	01.05.2023
9	Chapter 8.2	Chapter has been deleted	221-04-1926c of 19.04.2023	01.05.2023
10	Paras 9.1.5, 9.2.1.1, 9.2.1.2, 9.2.2 — 9.2.10	Term "firm" has been replaced by the term "service supplier (the supplier)"	221-04-1926c of 19.04.2023	01.05.2023
11	Para 9.2.11	Para has been amended regarding requirements for the form and content of the reports have been introduced	221-04-1926c of 19.04.2023	01.05.2023
12	Paras 9.2.12.1 and 9.2.13.1	Term "firm" has been replaced by the term "service supplier (the supplier)"	221-04-1926c of 19.04.2023	01.05.2023
13	Paras 10.2.1.2 — 10.2.1.4	Requirements for personnel of testing laboratories have been specified	221-04-1926c of 19.04.2023	01.05.2023
14	Para 10.2.4.1	Para has been amended regarding requirements for the scope and form of the reports	221-04-1926c of 19.04.2023	01.05.2023
15	Para 10.2.4.3	Para has been deleted	221-04-1926c of 19.04.2023	01.05.2023

Nos.	Amended paras/chapters/ sections	Information on amendments	Number and date of the Circular Letter	Entry-into-force date
16	Paras 11.2.1.1 and 11.2.1.2	Requirements for personnel of firms (manufacturers) have been specified	221-04-1926c of 19.04.2023	01.05.2023
17	Para 11.2.1.3	Para has been deleted	221-04-1926c of 19.04.2023	01.05.2023
18	Paras 11.2.2.1 and 11.2.2.2	Paras have been amended regarding requirements for technique of the firms (manufacturers) and maintenance of the equipment and facilities	221-04-1926c of 19.04.2023	01.05.2023
19	Para 11.2.2.3	New para has been introduced containing requirements for the scope and type of documentation according to which the firm (manufacturer) performs its activity	221-04-1926c of 19.04.2023	01.05.2023
20	Paras 11.2.3.1 — 11.2.3.3	New paras have been introduced containing requirements for measurement assurance, measuring and testing equipment of firms (manufacturers) as well as applied procedures. Existing para 11.2.3.1 has been renumbered 11.2.3.4	221-04-1926c of 19.04.2023	01.05.2023
21	Paras 11.2.5 — 11.2.7	New paras 11.2.5 and 11.2.6 have been introduced containing requirements for the form and content of the reports of the firms (manufacturers) as well as for checking and control. Existing paras 11.2.5 and 11.2.5.1 have been renumbered 11.2.7 and 11.2.7.1 accordingly	221-04-1926c of 19.04.2023	01.05.2023
22	Para 11.2.8	New para has been introduced containing requirements for firms' (manufacturers') subcontractors	221-04-1926c of 19.04.2023	01.05.2023
23	Para 11.2.9	New para has been introduced containing requirements as regards actions of the firm (manufacturer) in case of alternations to the certified service operation system	221-04-1926c of 19.04.2023	01.05.2023
24	Section 12	Section has been renamed	221-04-1926c of 19.04.2023	01.05.2023
25	Para 12.1.1	Requirements regarding the application of Section 12 have been specified	221-04-1926c of 19.04.2023	01.05.2023
26	Table 12.1.1	Kind of activity with code 22014011 has been specified	221-04-1926c of 19.04.2023	01.05.2023

Nos.	Amended paras/chapters/ sections	Information on amendments	Number and date of the Circular Letter	Entry-into-force date
27	Paras 12.1.2 and 12.1.3	Requirements regarding the application of Section 12 have been specified	221-04-1926c of 19.04.2023	01.05.2023
28	Para 12.1.4	New para has been introduced containing requirements for auditing conditions of the firms performing the activity with code 22014004. Existing para 12.1.4 has been renumbered 12.1.5	221-04-1926c of 19.04.2023	01.05.2023
29	Paras 12.2.1.1 — 12.2.1.3	Requirements for personnel of the firms have been specified	221-04-1926c of 19.04.2023	01.05.2023
30	Paras 12.2.2.1 and 12.2.2.2	Paras have been amended regarding requirements for technique of the firms and maintenance of the equipment and facilities	221-04-1926c of 19.04.2023	01.05.2023
31	Para 12.2.2.3	New para has been introduced containing requirements for the scope and type of ocumentation according to which the firm performs its activity	221-04-1926c of 19.04.2023	01.05.2023
32	Paras 12.2.3.1 and 12.2.3.2	Paras have been amended regarding requirements for measurement assurance of firms and maintenance of measuring and testing equipment	221-04-1926c of 19.04.2023	01.05.2023
33	Para 12.2.3.3	New para has been introduced containing requirements for availability of procedures for testing of items of technical supervision and handling of samples	221-04-1926c of 19.04.2023	01.05.2023
34	Paras 12.2.5 — 12.2.8	New paras have been introduced containing requirements for reporting, checking and control, for subcontractors, for the certified service operation system	221-04-1926c of 19.04.2023	01.05.2023
35	Para 12.3.2.2.3	Reference has been specified	221-04-1926c of 19.04.2023	01.05.2023
36	Para 12.3.2.6.1	Reference has been specified	221-04-1926c of 19.04.2023	01.05.2023
37	Paras 12.3.3.1 and 12.3.3.1.1	Paras have been amended regarding requirements for files of the firm documents	221-04-1926c of 19.04.2023	01.03.2023
38	Paras 12.3.3.2 and 12.3.3.2.1	Paras have been deleted	221-04-1926c of 19.04.2023	01.05.2023
39	Para 13.1	Requirements for technical supervision at the shipyard during construction of ships have been specified	221-04-1926c of 19.04.2023	01.05.2023
40	Appendix 3, para 4.2	References have been specified	221-04-1926c of 19.04.2023	01.05.2023

RULES FOR TECHNICAL SUPERVISION DURING CONSTRUCTION OF SHIPS AND MANUFACTURE OF MATERIALS AND PRODUCTS FOR SHIPS, 2023,

ND No. 2-020101-175-E

PART I. GENERAL REGULATIONS FOR TECHNICAL SUPERVISION

1 TERMS, DEFINITIONS, ABBREVIATIONS

1 **Para 1.1.1.** After the definition "Recognition of an organization (firm) " the definition "Recognition of service supplier" is introduced reading as follows:

"Recognition of service supplier is confirmation by the RS document of capability of a service supplier (a person or a firm not employed by the Register) to render services the results of which are used by the RS surveyors in making decisions affecting classification or statutory classification of a ship or an offshore installation and services provided thereto."

After the definition "Special consideration" the definition "Special requirements" is introduced reading as follows:

"Special requirements mean additional requirements for organizations (firms) performing their activity in accordance with the rendered services, carried out works and tests."

2 GENERAL

2 **Para 2.1** is replaced by the following text:

"2.1 The RS activity on technical supervision during manufacture of materials and products, technical supervision of services, processes and construction, conversion, modernization and repair of ships is based on the General Regulations for the Classification and Other Activity."

3 SERVICES RENDERED IN TECHNICAL SUPERVISION DURING MANUFACTURE OF MATERIALS AND PRODUCTS. DOCUMENTS ISSUED

3 **Chapter 3.1** is replaced by the following text:

"3.1 When carrying out technical supervision during manufacture of materials and products, construction, conversion, modernization and repair of ships, the Register on request of the applicant (customer) carries out:

type approval of materials or products with issue of the Type Approval Certificate (CTO);
approval of welding consumables with issue of the Certificate of Approval for Welding Consumables (COCM);

recognition of the manufacturer with issue of the Recognition Certificate for Manufacturer (СПИ);

recognition of the testing laboratory conducting tests and measurements in accordance with Table 10.1.1 with issue of the Recognition Certificate of Testing Laboratory (СПЛ);

recognition of service suppliers performing the activity in accordance with Table 9.1.1 with issue of the Recognition Certificate (СП);
audit of the firms performing the activity in accordance with Table 12.1.1 with issue of the Certificate of Firm Conformity (ССП);
approval of serial materials and products with issue of C, C3;
single approval of materials and products with issue of C;
approval of the quality control system with issue of the CKK Certificate;
survey of materials and products with issue of Report (form 6.3.29).".

4 **Chapter 3.12** is replaced by the following text:

"3.12 The documents confirming the performance of the surveys of materials and products, firms and testing laboratories and being the basis for issuance of the Type Approval Certificate (СТО), Certificate of Approval for Welding Consumables (СОСМ), Recognition Certificate (СП), Recognition Certificate for Manufacturer (СПИ), Recognition Certificate of Testing Laboratory (СПЛ) and Certificate of Firm Conformity (ССП) are Report 6.3.18 and Report 6.3.19 (refer to 1.2) drawn up by the Register upon results of surveys.

The reports are issued to the firms in the following cases:

when upon the results of surveys the requirements are established, which shall be met by the firm;

when the report is the only Register document confirming rendering of the Register technical supervision services;

when there is no request from the firm for ССП, СП, СПЛ, СПИ, but the compliance of the firm with the requirements of the RS rules shall be confirmed for the performance of technical supervision at the firm.

In other cases, it is not required to issue the above reports to the firms."

8 GENERAL REQUIREMENTS FOR FIRMS

5 **Para 8.1.1** is replaced by the following text:

"8.1.1 The requirements of this Section apply to firms performing their activity in accordance with Sections 9 — 12."

6 **Para 8.1.2** is replaced by the following text:

"8.1.2 Audit of conformity for the purpose of recognition of the firm by the Register includes the following stages.

8.1.2.1 Review of the documents confirming the compliance of the firm with the RS requirements:

.1 documents or their copies confirming fulfillment of the requirements of Sections 9 — 12;

.2 list of the activities performed (area of activity);

.3 lists of the personnel containing information on compliance of the personnel with the requirements of the appropriate items in Sections 9 — 12;

.4 lists of the equipment and facilities indicated with due regard to the requirements of the appropriate items in Sections 9 — 12;

.5 verification of approval/recognition by other authorities, if any;

.6 information on other activities, which may affect a conflict;

.7 list and documentation on manufacturer's licenses, where applicable;

.8 list of appointed agents;

.9 firm experience in the area of services rendered.

8.1.2.2 Survey of the firm, including practical demonstration of completion of the works indicated in the request, verification of the records to ascertain that the firm organization and management are in compliance with the submitted documents and that the firm is able to perform works and render services, for which the approval (recognition) is requested. During periodical or renewal survey, to comply with this requirement the results of works or services

endorsed by the Register may be used instead of the practical demonstration. The works performed or services rendered after the preceding survey may be accepted for review.

If the firm is unable to demonstrate practically the performance of works and specific services during the initial survey, the Register may issue a short-term certificate for a period not exceeding 90 days. The works listed in the short-term certificate shall be witnessed by the RS surveyor. Satisfactory results of works will be considered as a demonstration of the practical ability of the firm to perform the types of works for which recognition is requested, after that a certificate can be issued for the full term."

7 **Para 8.1.3** is replaced by the following text:

"8.1.3 Legal status.

8.1.3.1 Legal status of the firm shall comply with the current legislation.

8.1.3.2 The firm shall have organizational structure and the Head."

8 **Paras 8.1.4 and 8.1.5** are deleted.

9 **Chapter 8.2** is deleted.

9 RECOGNITION OF SERVICE SUPPLIERS

10 **Para 9.1.5** is replaced by the following text:

"9.1.5 Recognition of the service supplier by the Register shall be confirmed by the Recognition Certificate (CP) issued in compliance with 3.4 — 3.7 and with regard to specific requirements depending on the area of the firm activities. The issued Recognition Certificate (CP) shall certify that the procedure for rendering the service by the supplier complies with the RS Rules in the scope prescribed by the RS Rules and that the results of rendering services prescribed by the RS Rules may be recognized and used by the Register in making decisions affecting classification or statutory certification and services, as applicable. The Recognition Certificate (CP) shall clearly indicate the type and scope of services as well as any restrictions imposed.

When an authorization, license, agreement or any other document governing relations between the service supplier and equipment manufacturer is required, these documents shall be valid and/or their validity shall be timely endorsed throughout the validity period of the Recognition Certificate (CP). In case of loss of validity of the specified documents, the supplier shall apply to the Register to amend the Recognition Certificate (CP)."

11 **Paras 9.2.1.1 and 9.2.1.2** are replaced by the following text:

"9.2.1.1 The supplier shall demonstrate, as required by 9.2.2 — 9.2.11, that it has the competence and control needed to perform the services for which recognition is sought.

9.2.1.2 Where several servicing stations are owned by a given supplier, each station shall be assessed and approved except as specified in 9.2.12.3."

12 **Paras 9.2.2 — 9.2.10** are replaced by the following text:

"9.2.2 Training of personnel.

The supplier is responsible for the qualification and training of its personnel to a recognized national, international or industry standard, as applicable. Where such standards do not exist, the firm shall define standards for the training and qualification of its personnel relevant to the functions each is authorized to perform. The personnel shall also have adequate experience and be familiar with the operation of any necessary equipment. Operators/technicians/inspectors shall have had a minimum of one year tutored on-the-job training. Where it is not possible to perform internal training, a program of external training may be considered as acceptable.

9.2.3 Supervision.

The supplier shall provide supervision for all services provided. The responsible supervisor shall have had a minimum of two years of experience as an operator/technician/inspector within the activity for which the supplier is recognized. For a supplier consisting of one person, that person shall meet the requirements of a supervisor.

9.2.4 Personnel records.

The supplier shall keep records of the approved operators/technicians/inspectors. The record shall contain information on age, formal education, training and experience for the services for which they are recognized.

9.2.5 Equipment and facilities.

The supplier shall have the necessary equipment and facilities for the service to be supplied. A record of the equipment used shall be kept and available. The record shall contain information on maintenance and results of calibration and verifications. The Register shall assess and record the validity of previous measuring results when the equipment is found not to conform to requirements. The Register shall take appropriate action on the equipment affected.

9.2.6 Control of data.

When computers are used for the acquisition, processing, recording, reporting, storage, measurement, assessment and monitoring of data, the ability of computer software to satisfy the intended application shall be documented and confirmed by the supplier. This shall be undertaken prior to initial use and reconfirmed as necessary.

Note. Commercial off-the-shelf software (e.g. word processing, database and statistical programmes) in general use within their designed application range may be considered to be sufficiently validated and do not require any subsequent confirmation.

9.2.7 Files of the supplier documents.

The supplier shall have the valid normative and technical documents necessary for performance of the activity in the area indicated in the request, including:

- .1 outline of supplier, e.g. organization and management structure, including subsidiaries to be included in the recognition/certification;
- .2 list of nominated agents, subsidiaries and subcontractors;
- .3 experience of the supplier in the specific service area;
- .4 for categories of suppliers that require certification from manufacturers, manufacturer's documentary evidence that the firm has been certified or licensed to service the particular makes and models of equipment for which recognition is sought shall be provided;
- .5 list of operators/technicians/inspectors documenting training and experience within the relevant service area, and qualifications according to recognized national, international or industry standards, as applicable;
- .6 description of equipment used for the particular service for which recognition is sought;
- .7 guides for operators of such equipment;
- .8 training programs for operators/technicians/inspectors;
- .9 check lists and record formats for recording results the services;
- .10 Quality Manual and/or documented procedures covering requirements in 9.2.12;
- .11 documented procedures for communication with the crew prior to commencing work, so that it is safe to decommission the equipment being maintained, and to provide a safe system of work in place;
- .12 evidence of approval/recognition by other bodies, if any;
- .13 information on the other activities which may present a conflict of interest;
- .14 record of customer claims and corrective actions;
- .15 documented procedures and instructions shall be available for the recording of damages and defects found during inspection, servicing and repair work. This documentation shall be made available upon request;
- .16 operators/technicians/inspectors documentation they have acknowledged the Code of Ethics to conduct the relevant activity.

9.2.8 Procedures.

The supplier shall have documented work procedures covering all services supplied.

9.2.9 Subcontractors.

The supplier shall give information of agreements and arrangements if any parts of the services provided are subcontracted. Subcontractors providing anything other than equipment shall also meet the general requirements in 9.2.

9.2.10 Verification.

The supplier shall verify that the services provided are carried out in accordance with approved procedures."

13 **Para 9.2.11** is replaced by the following text:

"9.2.11 Reporting.

Form and content of the reports at the requested activity area shall be acceptable to RS and shall contain:

- .1 name and address of the firm;
- .2 identification of the report, e.g. report number;
- .3 name and address of the customer;
- .4 reference to the documents according to which the activity has been performed;
- .5 description (name) of the item in relation to which the activity has been performed;
- .6 place where the activity has been performed;
- .7 date when the activity has been performed;
- .8 information on conditions under which the activity has been performed;
- .9 information on deviations from the requirements of the documents according to which the activity has been performed;
- .10 full name, position and signature of the person who approved the report;
- .11 page numbering and the total number of pages in the report;
- .12 copy of the Recognition Certificate (СП);
- .13 results of carried out inspections, measurements, tests, maintenance and/or repairs."

14 **Para 9.2.12.1** is replaced by the following text:

"9.2.12.1 The supplier shall have a documented system covering at least the following:

- .1 the Code of Ethics to conduct the relevant activity;
- .2 maintenance of equipment;
- .3 measurement assurance, checking (calibration) of measuring equipment;
- .4 training programs for operators/technicians/inspectors;
- .5 supervision and verification to ensure compliance with operational procedures;
- .6 recording and reporting of information;
- .7 quality management of subsidiaries, agents and subcontractors;
- .8 job preparation;
- .9 corrective and preventive actions related to complaints;
- .10 periodic review of work process procedures, complaints, corrective actions, and issuance, maintenance and control of documents."

15 **Para 9.2.13.1** is replaced by the following text:

"9.2.13.1 A supplier, which works as a service station for manufacturer(s) of equipment, shall be assessed by the manufacturer(s) and nominated as their agent. The manufacturer shall ensure that appropriate instruction manuals, material etc. are available for the agent as well as proper training of the agent's technicians. Such suppliers shall be recognized either on a case by case basis, or in accordance with 9.2.12.3."

10 RECOGNITION OF TESTING LABORATORIES

16 **Paras 10.2.1.2 — 10.2.1.4** are replaced by the following text:

10.2.1.2 Personnel of the testing laboratory shall have an appropriate education, professional and special training, qualification and experience necessary for performance of activity in the area indicated in the request.

10.2.1.3 The testing laboratory is responsible for qualification and professional training of its personnel to a recognized national, international or industry standard, as applicable, where such standards do not exist the laboratory shall define standards for the training and qualification of its personnel relevant to the functions each is authorized to perform. This requirement shall be outlined in the documents of the laboratory.

10.2.1.4 The testing laboratory shall have the regular staff of specialists."

17 **Para 10.2.4.1** is replaced by the following text:

10.2.4.1 Form and content of the reports at the requested activity area shall be acceptable to RS and shall contain:

- .1 name and address of the testing laboratory;
- .2 identification of the report, e.g. report number;
- .3 name and address of the customer;
- .4 place where the activity has been performed;
- .5 date when the activity has been performed;
- .6 full name, position and signature of the person who approved the report;
- .7 page numbering and the total number of pages in the report;
- .8 designation of test method with reference to the documents in accordance with which the tests have been conducted;
- .9 reference to the Sampling Report;
- .10 test results with indication of units of measurements in accordance with the testing procedures;
- .11 indication that the test results are valid only for the products tested."

18 **Para 10.2.4.3** is deleted.

11 RECOGNITION OF MANUFACTURERS

19 **Paras 11.2.1.1 and 11.2.1.2** are replaced by the following text:

11.2.1.1 Personnel of the firm shall have an appropriate education, professional and special training, qualification and experience necessary for performance of activity in the area indicated in the request.

11.2.1.2 The firm is responsible for qualification and professional training of its personnel to a recognized national, international or industry standard, as applicable, where such standards do not exist the firm shall define standards for the training and qualification of its personnel relevant to the functions each is authorized to perform. This requirement shall be outlined in the documents of the firm."

20 **Para 11.2.1.3** is deleted.

21 **Paras 11.2.2.1 and 11.2.2.2** are replaced by the following text:

11.2.2.1 The firm shall have the technique necessary for performance of the activity in the area indicated in the request, including appropriate equipment, premises and facilities certified in the established order.

11.2.2.2 The firm shall provide the maintenance of the equipment and facilities in accordance with their operating and maintenance documentation."

22 **New para 11.2.2.3** is introduced reading as follows:

"**11.2.2.3** The firm shall perform the activity on the documentation corresponding to each activity in the area indicated in the request with regard to the environmental conditions."

23 **New paras 11.2.3.1 — 11.2.3.3** are introduced reading as follows:

"**11.2.3.1** The firm shall have and apply necessary measurement assurance in accordance with the procedures for testing and checking of items of the RS technical supervision, including:

- .1 measuring equipment checked (calibrated) in the established order;
- .2 testing equipment certified in the established order;
- .3 reference and standard specimens;
- .4 appropriate consumables (chemicals, substances, etc.).

11.2.3.2 The firm shall provide the maintenance of measuring and testing equipment in accordance with their operating and maintenance documentation.

11.2.3.3 The firm shall have and adhere to the current standard procedures certified in the established order:

- .1 for testing of items of technical supervision with the required accuracy;
- .2 for handling of samples."

24 **Existing para 11.2.3.1** is renumbered **11.2.3.4**.

25 **New paras 12.2.5 — 12.2.6** are introduced reading as follows:

"12.2.5 Reporting.

12.2.5.1 Form and content of the reports at the requested activity area shall be acceptable to RS and shall contain:

- .1 name and address of the firm;
- .2 identification of the report, e.g. report number;
- .3 name and address of the customer;
- .4 reference to the documents according to which the activity has been performed;
- .5 description (name) of the item in relation to which the activity has been performed;
- .6 place where the activity has been performed;
- .7 date when the activity has been performed;
- .8 information on conditions under which the activity has been performed;
- .9 information on deviations from the requirements of the documents according to which the activity has been performed;
- .10 entry to the effect that the activity has been performed under the RS technical supervision;
- .11 full name, position and signature of the person who approved the report;
- .12 page numbering and the total number of pages in the report.

11.2.6 Checking and control.

11.2.6.1 The firm shall do the checking and exercise control specified in the documentation for each kind of activity.

11.2.6.2 The firm shall take measures on elimination and prevention of non-conformities and claims against the firm activity in the area indicated in the request. This requirement shall be specified in the firm documents."

26 **Existing paras 11.2.5 and 11.2.5.1** have been renumbered **11.2.7 and 11.2.7.1** accordingly.

27 **New paras 11.2.8 and 11.2.9** are introduced reading as follows:

"11.2.8 Subcontractors.

11.2.8.1 Subcontractors recruited by the firm for performance of activity in the area indicated in the request shall fulfill the requirements of Section 8.

11.2.8.2 The firm shall provide the audit of subcontractors' activity in the area indicated in the request.

11.2.8.3 The firm shall have agreements with subcontractors at the requested activity area.

11.2.9 Information on alterations to the certified service operation system.

11.2.9.1 In case where any alteration to the certified service operation system of the firm (manufacturer) is made, such alteration shall be immediately informed to the Register. Re-audit may be required when deemed necessary by the Register."

28 **Section 12** is renamed reading as follows:

"RECOGNITION OF FIRMS (ORGANIZATIONS)".

29 **Para 12.1.1** is replaced by the following text:

"**12.1.1** The requirements of this Section apply to the firms (organizations) performing the activity, the kinds of which are specified in Table 12.1.1."

30 **Table 12.1.1.** Line with code 22014011 is replaced by the following text:

"

22014011	Manufacture and repair of hull structures
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"

31 **Paras 12.1.2 and 12.1.3** are replaced by the following text:

"**12.1.2** The audit for conformity with the requirements of this Section is conducted, as a rule, upon requests of the firms (organizations) when the competence in the area of activities performed by them requires certification by the Register.

12.1.3 Compliance of the firm (organization) with the requirements of Section 8, requirements of 12.2 and relevant special requirements of 12.3 is confirmed by the Certificate of Firm Conformity (ССП), which is issued in accordance with 3.4 — 3.7."

32 **New para 12.1.4** is introduced reading as follows:

"**12.1.4** Upon receipt of request for the classification of a ship or MODU, or FOP during construction at a certain shipbuilder (shipyard), and if the Register technical supervision at this shipyard is performed for the first time or after an extended break (more than 1 year) the shipyard shall be audited for conformity with the requirements of this Section in order to ascertain whether the shipyard is capable to perform the activities complying with the RS requirements, and to conclude an agreement on classification of ship(s)/floating facility(ies) under construction with this shipyard. The satisfactory result of this audit shall be confirmed by report as per form 6.3.19 with further conclusion of the associated agreement."

33 **Existing para 12.1.4** is renumbered **12.1.5**.

34 **Paras 12.2.1.1 — 12.2.1.3** are replaced by the following text:

"**12.2.1.1** Personnel of the firm (organization) shall have an appropriate education, professional and special training, qualification and experience necessary for performance of activity in the area indicated in the request.

12.2.1.2 The firm is responsible for qualification and professional training of its personnel to a recognized national, international or industry standard, as applicable, where such standards do not exist the firm shall define standards for the training and qualification of its personnel relevant to the functions each is authorized to perform. This requirement shall be outlined in the documents of the firm.

12.2.1.3 The firm shall have the regular staff of specialists."

35 **Paras 12.2.2.1 and 12.2.2.2** are replaced by the following text:

"**12.2.2.1** The firm shall have the technique necessary for performance of the activity in the area indicated in the request, including appropriate equipment, premises and facilities certified in the established order.

12.2.2.2 The firm shall provide the maintenance of the equipment and facilities in accordance with their operating and maintenance documentation."

36 **New para 12.2.2.3** is introduced reading as follows:

"**12.2.2.3** The firm shall perform the activity on the technological documentation corresponding to each activity in the area indicated in the request with regard to the environmental conditions."

37 **Paras 12.2.3.1 and 12.2.3.2** are replaced by the following text:

"**12.2.3.1** The firm shall have and apply necessary measurement assurance in accordance with the procedures for testing and checking of items of the RS technical supervision, including:

- .1 measuring equipment checked (calibrated) in the established order;
- .2 testing equipment certified in the established order;
- .3 reference and standard specimens;
- .4 appropriate consumables (chemicals, substances, etc.).

12.2.3.2 The firm shall provide the maintenance of measuring and testing equipment in accordance with their operating and maintenance documentation."

38 **New para 12.2.3.3** is introduced reading as follows:

"**12.2.3.3** The firm shall have and adhere to the current standard procedures certified in the established order:

- .1 for testing of items of technical supervision with the required accuracy;
- .2 for handling of samples."

39 **New paras 12.2.5 — 12.2.8** are introduced reading as follows:

"12.2.5 Reporting.

12.2.5.1 Form and content of the reports at the requested activity area shall be acceptable to RS and shall contain:

- .1 name and address of the firm;
- .2 identification of the report, e.g. report number;
- .3 name and address of the customer;
- .4 reference to the documents according to which the activity has been performed;
- .5 description (name) of the item in relation to which the activity has been performed;
- .6 place where the activity has been performed;
- .7 date when the activity has been performed;
- .8 information on conditions under which the activity has been performed;
- .9 information on deviations from the requirements of the documents according to the activity has been performed;
- .10 entry to the effect that the activity has been performed under the RS technical supervision;
- .11 full name, position and signature of the person who approved the report;
- .12 page numbering and the total number of pages in the report.

12.2.5.2 The content of reports of the shipyard on readiness to submit items during construction of ships is given in 13.3.3.1.

12.2.6 Checking and control.

12.2.6.1 The firm shall do the checking and exercise control specified in the documentation for each kind of activity.

12.2.6.2 The firm shall take measures on elimination and prevention of non-conformities and claims against the firm activity in the area indicated in the request. This requirement shall be specified in the firm documents.

12.2.7 Subcontractors.

12.2.7.1 Subcontractors recruited by the firm for performance of activity in the area indicated in the request shall fulfill the requirements of Section 8.

12.2.7.2 The firm shall provide the audit of subcontractors' activity in the area indicated in the request.

12.2.7.3 The firm shall have agreements with subcontractors at the requested activity area.

12.2.8 Information on alterations to the certified service operation system.

12.2.8.1 In case where any alteration to the certified service operation system of the firm is made, such alteration shall be immediately informed to the Register. Re-audit may be required when deemed necessary by the Register."

40 **Para 12.3.2.2.3.** Reference to para 12.3.3.2.1 is replaced by the reference to para 12.3.3.1.1.

41 **Para 12.3.2.6.1.** Reference to para 8.2.6.1 is replaced by the reference to para 12.2.5.

42 **Para 12.3.3.1 and 12.3.3.1.1** are replaced by the following text:

"**12.3.3.1** File of the firm documents.

12.3.3.1.1 The firm shall have the valid normative and technical documents necessary for the development and agreement of quality control plans for components and structures of NSSS equipment related to safety classes 1, 2 and 3."

43 **Paras 12.3.3.2 and 12.3.3.2.1** are deleted.

13 TECHNICAL SUPERVISION AT THE SHIPYARD DURING CONSTRUCTION OF SHIPS

44 **Para 13.1** is replaced by the following text:

"**13.1** Technical supervision during construction of ships is performed on the basis of the contract signed between the Register and the shipyard (refer to Section 4).

For the purpose of technical supervision, the shipyard is audited for conformity with the requirements of Section 12.

Construction facilities of the shipyard and the shipyard subcontractor companies performing manufacture of hull structures and coating application at their own facilities or at other remote locations and where the technical supervision will be carried out during construction of ships/series of ships, shall be reviewed in accordance with the provisions of 2.6 (considering 2.3) of the Guidelines on Technical Supervision of Ships under Construction (hereinafter referred to as "the Guidelines")."

APPENDIX 3

CARRYING OUT OF REMOTE SURVEYS

45 **Para 4.2.** References to paras 8.2.1 — 8.2.8 are replaced by the references to Chapter 9.2, 10.2, 11.2, 12.2 and 12.3.