PR1 ANNEX

(Rev.0
July 2009)

Annexes to PR1A, PR1B and PR1C

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Notes:

PR1 Annex is to be implemented for requests for transfer of class, or requests for adding class, or requests from an Owner pertaining to his intention to withdraw from class from another Society, or advice by the withdrawing Society that class has been withdrawn, received on or after 1 July 2009.

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Annex 1 - Reporting Forms G and L

Form G

Form G is to be created and updated on the on-line TOC database maintained by the IACS Permanent Secretariat. The Form is then to be faxed or e-mailed to the other Society in accordance with the Notes below.

Form G is to be used:

I) by the gaining Society for reporting transfer of class from another Society (refer to A.1 and A.3 of PR1A) using the following Notes:

1. This form with Part A, duly completed, is to be sent to the losing Society within two (2) working days of receipt of a written request for transfer of class by the gaining Society at its Headquarters or one of its designated control or management centres.

   In the case of transfer of class at vessel's delivery, the two (2) working days do not apply.

2. This form with Parts A and B, duly completed, is to be sent to the losing Society within one (1) month of the date of issuing an Interim Certificate of Class to a vessel which is transferring from another Society.

   When not required to have been dealt with by the losing Society, a list of dates, locations and actions taken to satisfy each overdue survey and overdue recommendation / overdue condition of class as specified to the Owner by the losing Society is to be attached to the copy sent to the losing Society.

3. This form with Parts A, B and B-1 duly completed, is to be sent to the losing Society within one (1) month from the completion of the survey to confirm that additional overdue surveys and overdue recommendations / conditions of class have been dealt with.

   A list of dates, locations and actions taken to satisfy each additional overdue survey and additional overdue recommendation / condition of class as specified to the Owner by the losing or first or withdrawing Society is to be attached.

4. The gaining Society is, within one (1) month of the date of final entry into class, to dispatch this form, with Parts A, B, B-1 (when applicable) and C duly completed to the losing Society.

   In cases where the losing Society has reported recommendations / conditions of class on the vessel a list of actions taken with dates and locations and actions to be taken to satisfy each recommendation / condition of class within the due dates as specified to the owner by the losing Society is to be attached to the copy sent to the losing Society.

II) by the second Society for reporting addition of class to a vessel already classed by another Society (refer to A.1 and B.1 of PR1B) using the following Notes:

1. This form with Part A, duly completed, is to be sent to the first Society within two (2) working days of receipt of a written request for addition of class by the second Society at its Headquarters or one of its designated control or management centres.

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In the case of adding class at vessel's delivery, the two (2) working days do not apply.

2. This form with Parts A and B, duly completed, is to be sent to the first Society within one (1) month of the date of issuing an Interim Certificate of Class.

3. This form with Parts A, B and B-1 duly completed, is to be sent to the first Society within one (1) month from the completion of the survey to confirm that additional information regarding outstanding surveys or recommendations / conditions of class have been taken into account.

4. The second Society is, on completion of final entry into class, to dispatch this form, with Parts A, B, B-1 (when applicable) and C duly completed, to the first Society.

III) by the remaining Society for reporting maintenance of class when one class has been withdrawn from double class (refer to D.1 of PR1B) using the following Notes:

1. This form with Part A duly completed, is to be sent to the withdrawing Society within two (2) working days of receipt of a written request for withdrawal of class by the remaining Society at its Headquarters or one of its designated control or management centres.

2. This form with Parts A and B, duly completed, is to be sent to the withdrawing Society within one (1) month from the completion of the survey to confirm that overdue recommendations / conditions of class have been dealt with. Where no overdue items are provided by the withdrawing Society, this form with Parts A and B, duly completed, is to be sent to the withdrawing Society within one (1) month from the date of sending Form L Part A.

   When not required to have been dealt with by the withdrawing Society, a list of dates, locations and actions taken to satisfy each overdue recommendation / overdue condition of class as specified to the Owner by the withdrawing Society is to be attached to the copy sent to the withdrawing Society.

3. This form with Parts A, B and B-1 duly completed, is to be sent to the withdrawing Society within one (1) month from the completion of the survey to confirm that additional overdue surveys and overdue recommendations / conditions of class have been dealt with.

   In cases where the withdrawing Society has reported recommendations / conditions of class on the vessel, a list of actions taken with dates and locations and actions to be taken to satisfy each recommendation / condition of class within the due dates as specified to the owner by the withdrawing Society is to be attached to the copy sent to the withdrawing Society.

4. On completion of a transfer of vessel into single class, this form, with Parts A, B, B-1 (when applicable) and C, duly completed is to be sent to the withdrawing Society to report the date of completion of transfer to single class from double class if not yet reported in case a) above.

IV) by Societies for reporting reassignment of class to a vessel which had its class previously withdrawn (refer to A.4 of PR1A) using the following Note:

This form, with Parts B and C duly filled in the fields relevant to a reassignment of class, is to be completed on the on-line TOC database maintained by the IACS Permanent Secretariat within one (1) month of final entry into class when class is

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reassigned to a vessel class withdrawn previously due to a reason other than transfer of class amongst Societies.

Form G attached.

Effective from 1 July 2009 V.16 July 2009

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM G**

(Tick all check boxes as appropriate)

- ☐ **GAINING SOCIETY'S TRANSFER OF CLASS**
- ☐ **REASSIGNMENT OF CLASS**
- ☐ **ADDING CLASS OF A SECOND SOCIETY TO A VESSEL CLASSED BY ANOTHER (FIRST) SOCIETY**
- ☐ **MAINTENANCE OF CLASS WITH THIS (REMAINING) SOCIETY WHEN WITHDRAWING FROM DOUBLE CLASS**

To:	Losing or first or withdrawing Society:	Fax No./e-mail address:
	TOC database	on-line database
From:	Gaining or second or remaining Society	Fax. No./e-mail address :

Gaining or second or remaining Society's Vessel Data		
Name of Vessel		ID No.
Vessel Type	☐ OT Oil Tanker	Flag
	☐ CT Chemical Tanker	
	☐ GT Gas Tanker	
	☐ LC Other Bulk Liquid Carrier	
	☐ BC Bulk Carrier (all combinations OB, OBO, OO)	
	☐ GC General Cargo Vessel (including Ro-Ro Cargo, Container, Reefer, HSC Cargo)	
	☐ PS Passenger Vessel (including Passenger / General Cargo, Passenger / Ro-Ro, Passenger HSC)	
	☐ ZZ Other Vessel Type	
Owner		

Effective from 1 July 2009 V.16 July 2009

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM G**

Part A - Survey Status Request (See Note 1)	
Name of Vessel (Prior to Transfer of Class or Adding Class or Withdrawing Class)	ID No. (losing or first or withdrawing Society's, if known)
Gross Tonnage	IMO No.
In accordance with PR1A or PR1B, please provide details of the current survey status, including a full list of overdue surveys and recommendations / conditions of class with respective due dates for the vessel identified above. In case of transfer of class or adding class at vessel's delivery, please provide details of the first Certificate of Class, including the list of any recommendations / conditions of class and the list of any information normally contained in the classification status. Attached hereto is a copy of the Owner's authorization for release of the information requested to the gaining or second or remaining Society named on this form. ☐ We request the facility for record review in accordance with PR1A, A.2.2.2 or PR1B, D.2.2.2. ☐ We request a copy of the records in accordance with PR1A, A.2.2.3 or PR1B, D.2.2.3.	
Date request for class was received	Date DD MM YYYY
Signature	Date DD MM YYYY

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM G**

Part B - Report on Issue of Interim Certificate of Class or maintenance of Class (See Note 2)			
Date Survey Status, or first Certificate of Class in case of transfer of class or adding class at ship's delivery, received	DD MM YYYY		
Change of Owner	☐ Yes ☐ No	Change of Flag	☐ Yes ☐ No
Reason for Class Entry	☐ Transfer from another Society ☐ Reassignment of class to a vessel class withdrawn previously due to a reason other than transfer of class amongst Societies ☐ Adding class as double class ☐ Adding class as dual class		
Maintenance of Class	☐ (when withdrawing from double class)		
☐ Survey status not received within three working days of request ☐ For transfer of class or adding class at vessel's delivery, first Certificate of Class not received from losing / first Society on the day of vessel's delivery. ☐ A list of dates, locations and actions taken to satisfy each overdue survey and overdue recommendation / condition of class as specified to the Owner by the losing or withdrawing Society is attached ☐ No relevant items provided by the losing or withdrawing Society			
Date of Issue of Interim Certificate of Class		Date DD MM YYYY	
Signature		Date DD MM YYYY	

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM G**

Part B-1 - Report on Additional Information received by the losing or first or withdrawing Society (See Note 3) (to be completed only if Part A-1 of Form L is received)	
☐ A list of dates, locations and actions taken to satisfy each additional overdue survey and additional overdue outstanding recommendation / condition of class as specified to the Owner by the losing or first or withdrawing Society is attached ☐ No relevant items provided by the losing or first or withdrawing Society	
Signature	Date DD MM YYYY

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM G**

Part C - Report on Final Entry into Class or Completion of Transfer to Single Class (See Note 4)	
Date of Final Entry into Class or Completion of Transfer to Single Class from Double Class	DD MM YYYY
☐ A list of dates, locations and actions which have been or will be taken to satisfy each recommendation / condition of class within the due dates as specified to the Owner by the losing or first Society is attached ☐ No relevant items provided by the losing or first Society	
Signature	Date DD MM YYYY

Form L

Form L is to be created and updated on the on-line TOC database maintained by the IACS Permanent Secretariat. The Form is then to be faxed or e-mailed to the other Society in accordance with the Notes below.

Form L is to be used:

I) **by the losing Society for reporting withdrawal of class due to a transfer of class to another Society** (refer to A.2, A.3 and A.4 of PR1A);

II) **by the first Society in connection with adding the class of a second society to a vessel already classed by the first Society** (refer to A.2 and B.1 of PR1B); and

III) **by the withdrawing Society for advising the remaining Society when withdrawing from double or dual class** (refer to D.2 and E of PR1B)

using the following Notes:

1. This form, with Part A duly completed, is to be sent by fax or e-mail to the gaining/second/remaining Society within two (2) working days of receipt of the gaining/second/remaining Society's Survey Status Request. A full list of overdue surveys and recommendations / conditions of class with the respective due dates for the vessel is to be attached to the copy sent to the gaining/second/remaining Society. In the case of transfer of class/adding class at vessel's delivery, the two (2) working days do not apply.

2. If the fourth and/or the eighth box of Part A are ticked, this form, with Part A-1 duly completed, is to be sent to the gaining/second/remaining Society within one (1) month from issuance of the losing/first/withdrawing Society's survey status for advising additional survey status information which has not been provided in the previous reporting to the gaining/second/remaining Society.

3. This form, with Parts A, A-1 (when applicable) and B duly completed, is to be sent to the gaining/remaining Society when class has been withdrawn from a vessel which has transferred to another Society or withdrawn from double class.

Form L attached.

Effective from 1 July 2009 V.16 July 2009

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM L**

(Tick all check boxes as appropriate)

☐ **LOSING SOCIETY'S TRANSFER OF CLASS**
☐ **ADDING CLASS OF A SECOND SOCIETY TO A VESSEL CLASSED BY THIS (FIRST) SOCIETY**
☐ **ADVICE TO THE REMAINING SOCIETY WHEN WITHDRAWING FROM DOUBLE OR DUAL CLASS**

To:	Gaining or second or remaining Society:	Fax No./e-mail address:
	TOC database	on-line database
From:	Losing or first or withdrawing Society:	Fax. No./e-mail address:

Vessel Data			
Name of Vessel			ID No.
Gross Tonnage			IMO No.
Flag			Year of build
Vessel Type	☐	OT	Oil Tanker
	☐	CT	Chemical Tanker
	☐	GT	Gas Tanker
	☐	LC	Other Bulk Liquid Carrier
	☐	BC	Bulk Carrier (all combinations OB, OBO, OO)
	☐	GC	General Cargo Vessel (including Ro-Ro Cargo, Container, Reefer, HSC Cargo)
	☐	PS	Passenger Vessel (including Passenger / General Cargo, Passenger / Ro-Ro, Passenger HSC)
	☐	ZZ	Other Vessel Type
Build Yard & No.			
Owner			
Society during Construction		Date of entry into the losing or first or withdrawing Society	DD MM YY

Record of Previous Transfer of Class, if available								
Society	Date Classed		Society	Date Classed		Society	Date Classed	
	DD	MM YY		DD	MM YY		DD	MM YY

Status of compliance with URs S19/22/23/26/27/30/31, if applicable			
Information already included in the survey status			☐
	Not applicable	Due date for compliance	Date initial compliance verified
URs S19/S22/S23	☐	DD MM YY	DD MM YY
URs S26	☐	DD MM YY	DD MM YY
URs S27	☐	DD MM YY	DD MM YY
URs S30	☐	DD MM YY	DD MM YY
URs S31	☐	DD MM YY	DD MM YY

Effective from 1 July 2009 V.16 July 2009

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM L**

Part A – Survey Status Information (See Note 1)

Date Survey Status Request, or request for first Certificate of Class in case of transfer of class or adding class at ship's delivery, received DD MM YYYY

☐ A full list of overdue surveys / outstanding recommendations / conditions of class with the respective due dates for the vessel identified above is attached.

☐ In case of transfer of class or adding class at vessel's delivery, details of the first Certificate of Class, including the list of any recommendations / conditions of class and the list of any information normally contained in the classification status for the vessel identified above is attached.

☐ There is no overdue survey nor outstanding recommendation / condition of class.

☐ There is/are survey report(s) outstanding. (if this box is ticked, then Part A-1 is applicable)

☐ There is no survey report outstanding.

☐ Structural diminution allowances are attached.

☐ Structural diminution allowances: see document circulated by letter Ref. ……Date ……..

☐ Structural diminution allowances will be sent in one (1) month. (if this box is ticked, then Part A-1 is applicable)

☐ Class is **not** suspended, nor withdrawn

☐ Class is suspended, with effect from (date) DD MM YYYY
Reason for suspension:
- ☐ a = Survey Overdue
- ☐ b = Non-compliance with Recommendations / Conditions or Class
- ☐ c = Other Safety Related
- ☐ d = Pending Disposition of Casualty
- ☐ e = Other Non-Safety Related

☐ Class was withdrawn, with effect from (date) DD MM YYYY
Reason for withdrawal:
- ☐ 0 = Transfer of class amongst Societies holding a QSCS certificate
- ☐ 1a= At the Owner's request due to the reasons other than identified in 1b, 1c or 2
- ☐ 1b= Scrapped/Sold for Scrap
- ☐ 1c= Casualty
- ☐ 2 = Transferred to a Society not holding a QSCS certificate
- ☐ 3a= Overdue Surveys
- ☐ 3b= Non-compliance with Recommendations / Condition of Class
- ☐ 3c= Safety Related other than identified in 3a or 3b
- ☐ 4 = Other Non-Safety Related or Unidentified

Signature:

Date: DD MM YYYY

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM L**

Part A-1 – Additional Survey Status Information (See Note 2)	
☐ A list of additional overdue surveys and additional outstanding recommendations / conditions of class which were not included in Part A is attached. ☐ Structural diminution allowances are attached. ☐ No further information.	
Signature:	Date: DD MM YYYY

IACS INTERNATIONAL ASSOCIATION OF CLASSIFICATION SOCIETIES **FORM L**

Part B – Report on Withdrawal of Class on Transfer to, or maintenance of class with another Society (See Note 3)	
Date Class Withdrawn	DD MM YYYY
Signature:	Date: DD MM YYYY

Annex 2 - Harmonisation of Reporting

ITEM	ACTION	LOCATION	DATE	GAINING SOCIETY'S REPORT REQUIREMENTS
Overdue Survey	Commenced	Port	Survey Date	List items credited and items remaining to be credited, if any. Explain why the entire survey was not completed at this port. List conditions for direct voyage to port where survey will be completed, including the need to discharge current cargo if applicable.
Overdue Survey	Continued	Port	Survey Date	In cases where surveys are continued at the port where the current cargo is discharged, list items credited and items remaining to be credited, if any. Explain why the entire survey was not completed at this port. List conditions for direct voyage to port where survey will be completed.
Overdue Survey	Completed	Port	Survey Date	List place and date where survey was completed.
Overdue recommendation / condition of class	Cleared	Port	Survey Date	Explain actions taken to complete overdue recommendation / condition of class as specified by the losing Society.
Overdue recommendation / condition of class	Commenced	Port	Survey Date	In cases where overdue recommendations / conditions of class are postponed or partly postponed at the port where the current cargo is discharged, list items credited and items remaining to be credited, if any. Explain why the overdue recommendation was not completed at this port. List conditions for discharge voyage to port where recommendation will be completed as specified by losing Society.
Overdue recommendation / condition of class	Cleared	Port	Survey Date	List date, place and actions take for completion of overdue recommendations / conditions of class.

Annex 3 - Content of Vessel's History Report Regarding Class Items

* 1. Damages by events and dates

* 2. Major repairs / rectifications by dates

* 3. Conversion of hull-dates

* 4. Major alterations of machinery installation-dates

5. Condition evaluation / hull summary report if applicable

6. Type of cargoes (coal, logs, aggressive bulks, chemical product, type of oil) when available

* 7. History of recommendations / conditions of class

8. Thickness measurements from last Special Survey and subsequent thickness measurements, including areas with substantial corrosion

9. Report of last Special Survey and subsequent periodical reports

* 10. Information on coating condition of water ballast tanks (including non ESP vessels)

11. Restrictions / limitations in navigation area

12. Optional photos when available

* As retained by the losing Society

Annex 4 - List of Societies' Contact Points

Refer to the IACS Website:

www.iacs.org.uk, located under:

- Publications
- Procedural Requirements

and the Transfer of Class (TOC) Database.

End of Document