



भारत सरकार / GOVERNMENT OF INDIA
पत्तन, पोत परिवहन और जलमार्ग मंत्रालय
MINISTRY OF PORTS, SHIPPING AND WATERWAYS

नौवहन महानिदेशालय, मुंबई
DIRECTORATE GENERAL OF SHIPPING, MUMBAI

F. No 21-21011/2/2020-COASTAL-DGS

Dated: 25.01.2021

DGS Circular No. 04 of 2021

Sub.: Standard Operating Procedure (SOP) For certification of vessels for Carriage of Livestock, as per Merchant Shipping (Conditions for Carriage of Livestock) Rules 2020

1. Background:

The Central Government, in exercise of the powers conferred by clause (w) of section 262 and clause (s) of sub-section (2) of section 435 read with section 457 of the Merchant Shipping Act, 1958 (44 of 1958), vide Notifications No. G.S.R.453(E) & S.O.2378(E) dated 17th July 2020 has notified the Merchant Shipping (Conditions for Carriage of Livestock) Rules, 2020, specifying the requirements to be complied with for the loading and carriage of livestock by sea being exported or imported or on the coast of India from or to an Indian port on any merchant vessel.

This Standard Operating Procedure (SOP) is issued as supplementary to the Merchant Shipping (Conditions for Carriage of Livestock) Rules, 2020 for the benefit of the Owners / Masters of the vessels intending to be certified for the carriage of livestock accordingly.

2. Conditions for carriage of livestock by sea

The said Rule details the conditions for the carriage of livestock by sea and the duties and responsibilities of the Master & crew of such carriers, inter-alia, the Weather conditions, Loading requirements, penning of livestock, Care of livestock on board, Provision and stowage of feed, Provision and maintenance of water, Stowage of tools, equipment & medicines, Livestock loading densities etc.

The Schedule to the Rule explains the design and construction features of vessels intending to carry livestock by sea, including, the Stability requirements, Design of pens, stalls and passageways for cattle, Strength of pen, stalls and passageways for cattle, Arrangement of pens and stalls for cattle, Unenclosed decks, Portable equipment, Means of access for livestock and crew, Ventilation, Lighting, Drainage, Fire fighting appliances, Fresh water services, Veterinary equipment etc

3. Approval of vessels for carriage of livestock

The Rule expressly mandates that no person shall carry livestock by sea except in accordance with an approval, to be called “**Livestock Vessel Approval**”, granted for the purpose of these rules and specifies the inspection, certification and approval required thereof.

- (i) **Application (Ref. rule.4(2)):** An application may be made to the Principal Officer of the jurisdictional Mercantile Marine Department (MMD), for the Certificate of Approval (CoA) in **Form-1** along with Livestock Plan & other documents listed therein, by the

9वीं मंज़िल, बीटा बिल्डिंग, आई थिंक टेक्नो कैम्पस, कांजुर गाँव रोड, कांजुरमार्ग (पूर्व) मुंबई- 400042

9th Floor, BETA Building, I-Think Techno Campus, Kanjur Village Road, Kanjurmarg (E), Mumbai-400042

फ़ोन/Tel No.: +91-22-2575 2040/1/2/3 फ़ैक्स/Fax.: +91-22-2575 2029/35 ई-मेल/Email: dgship-dgs@nic.in वेबसाइट/Website: www.dgshipping.gov.in

SOP for Approval of Livestock Vessels

[Handwritten signature and date 25/1/2021]

following entities:

- a. Owner / Master of a vessel registered under the Merchant Shipping Act, 1958; or
- b. Owner / Master of a foreign flag vessel holding all valid Statutory Certificates as applicable and certified by the Classification Society as "Livestock Carrier".

- (ii) Livestock vessel Plan: A Livestock Vessel Plan should include all the elements listed therein, either in individual plans or combined into one plan such as a general plan, safety plan, water system plan, drainage system plan, contingency plan, ventilation plan and a lighting plan.
- (iii) Vessel Inspection (Ref. rule 6(1)): On satisfactory scrutiny of the application along with the livestock vessel plan and other documents listed therein, the owner/master of the vessel may apply to the jurisdictional Mercantile Marine Department in **Form-3** for the physical inspection of the vessel in accordance with the Rules.
- (iv) Certificate of Approval (CoA) (Ref. rule 5(1)): On satisfactory completion of the vessel inspection by the nominated Surveyor, as per rule.6, the Principal Officer of the jurisdictional MMD shall issue the Certificate of Approval for the carriage of Livestock to the vessel in **Form-2** in accordance with rule.5 of the Merchant Shipping (Conditions for Carriage of Livestock) Rules, 2020, with a maximum validity of 5 years. A certificate of approval so issued shall be retained and prominently displayed on board the vessel to which it relates and be made available for inspection on request by an authorised officer.

*The process flow for the application, inspection and issuance of Certificate of Approval is illustrated as **Flow Chart-1** for the easy reference of the prospective applicant.*

- (v) Notice of Loading (ref rule.12): No person shall load or cause or permit another person to load livestock on a vessel unless a voyage plan in respect of the intended voyage has been submitted to and approved by the jurisdictional Mercantile Marine Department. For the purpose of approval of the Voyage Plan, the owner/master shall issue '**Notice of loading of livestock into a vessel**' to the Principal Officer of the jurisdictional MMD in **Form-4** along with intended Passage Plan, Weather forecasts & other documents listed therein. The voyage plan referred above shall show the intended route from the port of departure to the port of destination and shall include a list of ports or harbours of refuge capable of accommodating the vessel during its intended voyage and the distances between those ports or harbours.
- (vi) Approval of Voyage Plan & Sailing Permission (Ref rule.11): The jurisdictional Mercantile Marine Department shall nominate the Surveyor next working day on receipt of notice of loading for the physical inspection of the loading conditions of the vessel in accordance with rule.12. On satisfactory completion of the inspection which may include weather report, stowage area, loading facilities, number and relevant experience of the crew and such other supporting plans & documents require therein, the attending Surveyor shall endorse the Voyage Plan and convey the same to the Principal Officer towards the issuance of final permission for sailing.

*The process flow for the Notice of loading, inspection, approval of Voyage plan and grant of sailing permission is illustrated as **Flow Chart-2** for the easy reference of the prospective applicant.*

4. Master's Report

In respect of each voyage, the master of a vessel shall submit a report in **Form 5** to the Mercantile Marine Department from where the Voyage Plan was approved, accompanied by a log abstract for such voyage which shall include a daily record of the vessel's position, course and speed, and wind and sea conditions and any other information that the **Principal Officer of the jurisdictional Mercantile Marine Department** may require.

The report referred herein shall be submitted to the Mercantile Marine Department concerned, within seven days after the completion of discharge of the livestock at destination or on a date prior to the return of the vessel to an Indian port, whichever is the earlier. Notwithstanding above, where, mortalities have occurred during the voyage or at discharge, the report referred above shall be furnished to the Mercantile Marine Department concerned, immediately after completion of discharge of the livestock at destination, by the most expedient means of communication available.

5. Investigation

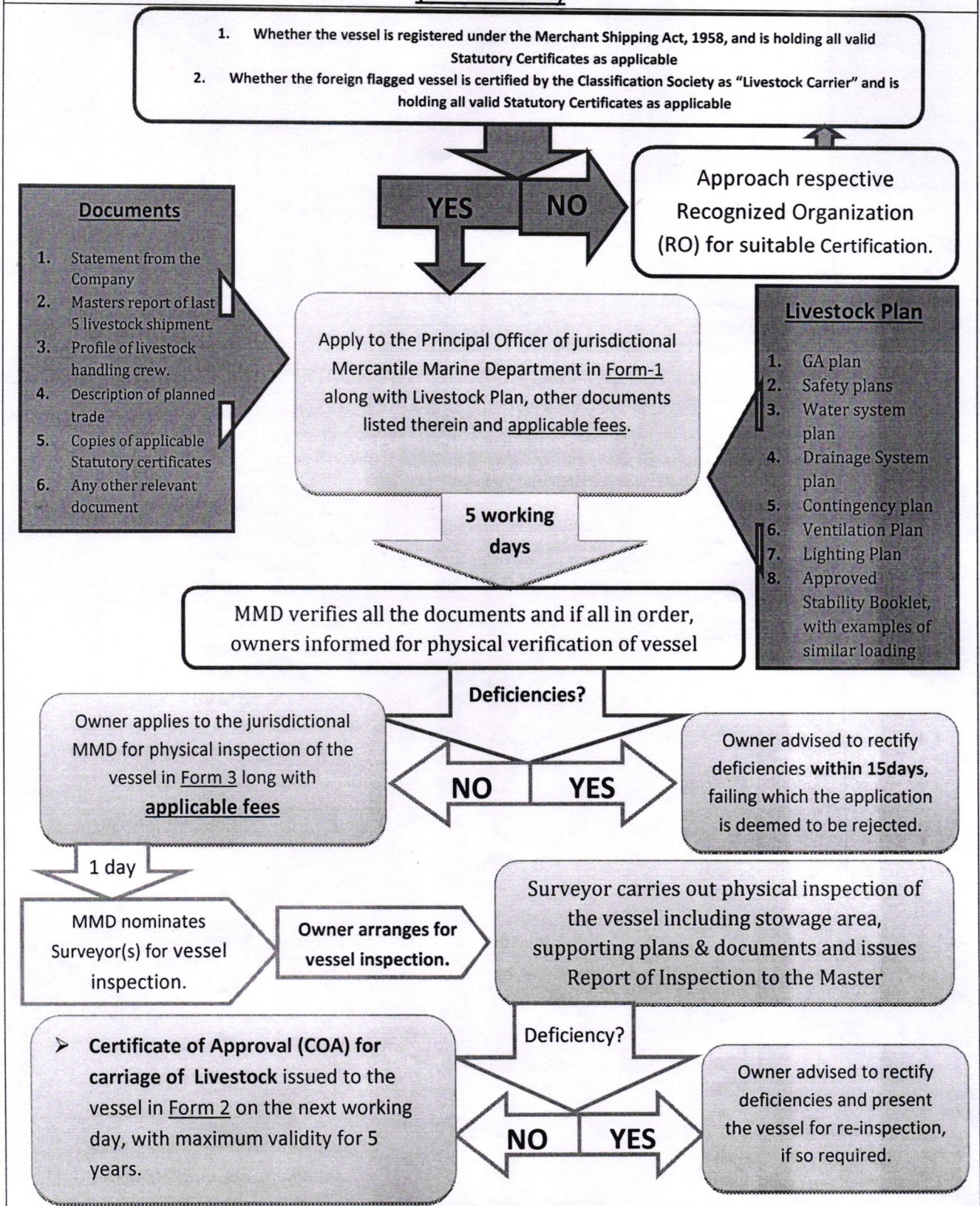
Where, in the opinion of the **Principal Officer of the jurisdictional Mercantile Marine Department**, the report contains an unacceptable number of injuries or mortalities may order for an Investigation into the case and may, until the investigation so ordered has been carried out, suspend or, as the case may be, revoke the certificate of approval of the vessel for the carriage of livestock in accordance with the provisions of rule 4.

6. Fees:

Every application for issuance of Certificate of Approval and inspection thereto and every Notice of Loading and inspection thereto shall be accompanied by the Fees as prescribed. The current Schedule of fees w.e.f from 1st January 2021 is provided **Appendix-I** to this SOP.

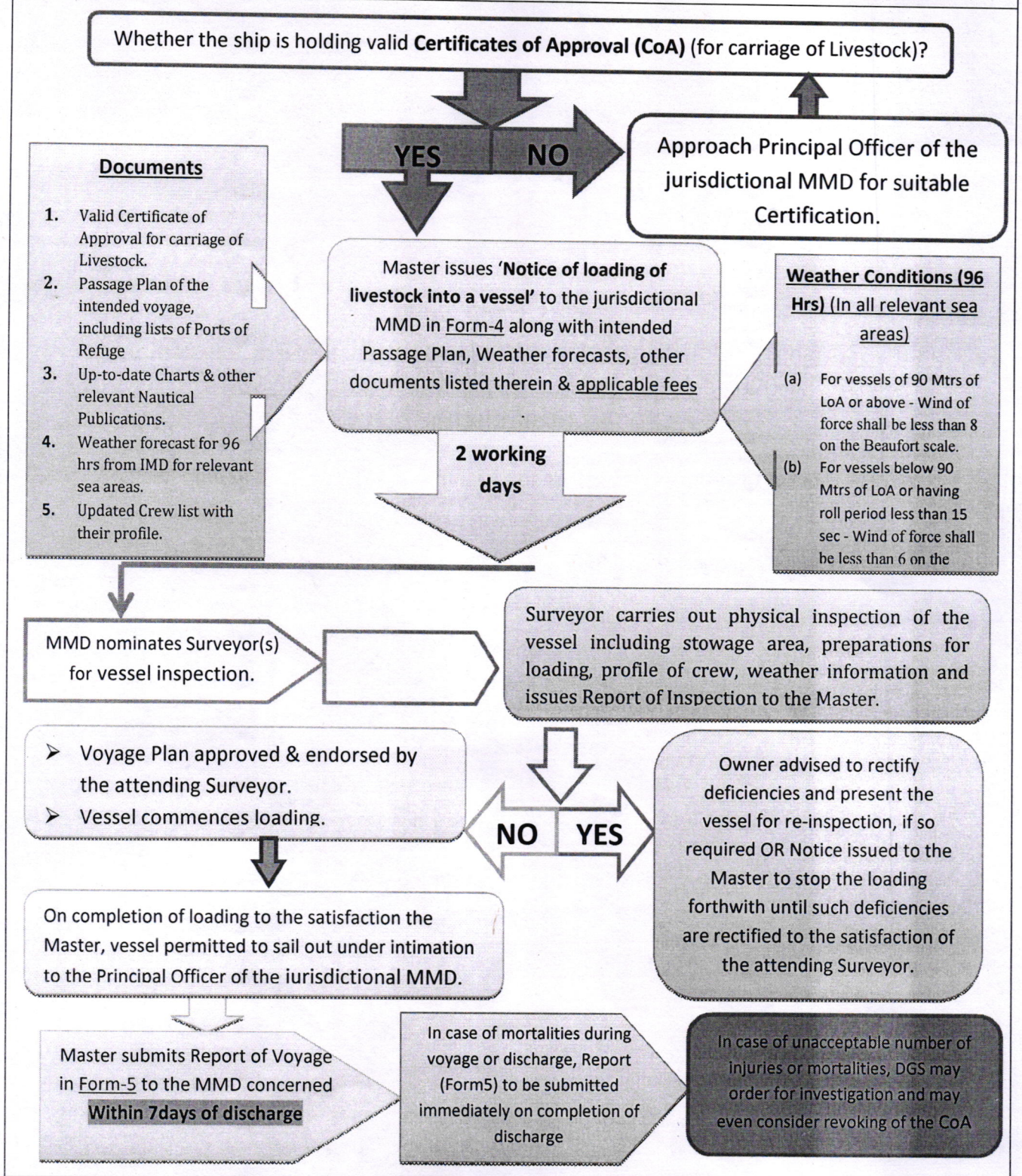
Flow Chart1

For issuance of "CERTIFICATE OF APPROVAL(COA)" as Livestock Vessel as per Merchant Shipping Conditions for Carriage of Livestock Rules 2020 (Ref. rule.4)



Flow Chart 2

For approval of **Voyage Plan** of a **Livestock Vessel** as per Merchant Shipping Conditions for Carriage of Livestock Rules 2020 (Ref.rule.6)



FORM – 1

(See rule 4(2))

APPLICATION FOR APPROVAL OF LIVESTOCK VESSEL

To

The Principal Officer, Mercantile Marine Department.....

Sir,

I hereby apply for approval for the vessel to carry livestock described below.

Date this..... day of.....20....

Yours faithfully,
Owner or Master/Tindal

PARTICULARS OF VESSEL

- a. Name and contact details of applicant
 - b. Vessel IMO number
 - c. Current name of vessel
 - d. Previous known names of vessel
 - e. Flag state
 - f. Operating company
 - g. Operating company IMO number
 - h. Port of registry
 - i. Date of build
 - j. Date of conversion to livestock vessel (if appropriate)
 - k. Classification society
 - l. Approval requested for which species
 - m. Inspection Certificate of the vessel
2. A statement from the company attesting that the vessel is not the subject of an application submitted to another Member State and that vessel does not already have an approval. If the livestock vessel is the subject of an outstanding approval request or already approved, the vessel cannot be the subject of another concurrent approval process and the application will be refused.
 3. A statement from the company that any modifications or refitting of the vessel which affect the welfare of the animals should be immediately notified to the authority issuing the certificate of approval.
 4. Livestock Vessel Plans which should include all the elements listed hereafter, either in individual plans or combined into one plan: a general plan, safety plan, water system plan, drainage system plan, contingency plan, ventilation plan and a lighting plan.
 5. Copies of Master's reports of the last 5 livestock shipments including details of mortalities. A description of the planned trade in livestock including main ports of loading and landing and expected frequency of voyages.
 6. A profile of the vessel's crew including their individual experience with livestock.
 7. A stability booklet accepted by a classification society or any other society approved by the Competent Authority of the Member State that issues the certificate of approval. The stability requirements of a vessel must be met throughout any voyage taking into account the effects of moving of livestock, wind, feed and manure etc. It is the responsibility of the Master to ensure that these requirements are met and a statement to this effect should be requested from the Master.
 8. Copies of the vessel's classification society certificates:
 - a. Classification certificate as livestock carrier and
 - b. Certificates of class for hull and machinery.
 9. International Convention Certificates required:
 - a. Load line
 - b. Safety of Life at Sea
 - c. Marine Pollution.

FORM -2
(See rule 5(1))
CERTIFICATE OF APPROVAL
(FOR CARRIAGE OF LIVESTOCK)

1. VESSEL APPROVAL CERTIFICATE NUMBER:

2. IDENTIFICATION OF VESSEL

- 2.1. Vessel IMO-number:
- 2.2. Current Name of Vessel:
- 2.3. Flag:
- 2.4. Operating company:
- 2.5. Company IMO-number:
- 2.6. Port of Registry:
- 2.7. Date of Build:
- 2.8. Date of conversion to livestock vessel (if applicable):
- 2.9. Classification Society:
- 2.10. Former Name(s) of Vessel (if applicable):

3. SPECIES APPROVED FOR TRANSPORT

- 3.1. Species Approved for Transport:

4. SURFACE AREA OF LIVESTOCK PENS (m2)

<u>DECK No</u>	<u>TOTAL PEN AREA</u>	<u>HOSPITAL PEN AREA</u>	<u>USEABLE AREA</u>
Totals:			

5. CONDITIONS OF APPROVAL

- 5.1. Date of Approval:
- 5.2. APPROVAL EXPIRY DATE (valid for up to maximum five years):
- 5.3. Conditions attached to approval, if any:
- 5.3.1 Excluded areas for certain categories of animals, if any

Relevant Deck No.	Excluded Pens		
	Cattle (category)	Sheep	Others

- 5.3.2 If the vessel is modified or refitted in a way that affects the welfare of the animals this certificate becomes invalid.
- 5.3.3 Other conditions
- 5.3.4 Documentation submitted for approval and that must be kept annexed to this certificate: general plan, safety plan, contingency plan, ventilation plan, lighting plan, stability booklet.

6. COMPETENT AUTHORITY ISSUING THE CERTIFICATE

- 6.1. Name and Address of the Competent Authority issuing the Certificate:

6.2. Date of issue:

6.3. Place of issue:

6.4. Name and Signature:

6.5. Official stamp:

FORM -3
[See rule 6(1)]

**APPLICATION FOR CERTIFICATE OF INSPECTION FOR VESSEL
(FOR CARRIAGE OF LIVESTOCK)**

To
The Principal Officer, MMD.....

Sir,

I hereby apply for inspection of the vessel to carry livestock described below. The necessary fee of Rs..... is enclosed.

Date this..... day of..... 20....

Yours faithfully,

PARTICULARS OF VESSEL

- a. Name and contact details of applicant
- b. Vessel IMO number
- c. Current name of vessel
- d. Previous known names of vessel
- e. Flag state
- f. Operating company
- g. Operating company IMO number
- h. Port of registry
- i. Date of build
- j. Date of conversion to livestock vessel (if appropriate)
- k. Classification society
- l. Approval requested for which species

FORM -4
(See rule 12(1))
Notice for Loading of Livestock onto a Vessel

Name of vessel: _____ Approval No: _____

IMO No: _____

Name and contact details of organiser _____

Shipping agent: _____

Intended port of berth: _____

Intended arrival date/hour at port of berth: _____

Intended departure date: _____

Intended date and time of start of loading: _____

Intended country and port of discharge: _____

Estimated duration of intended journey: _____ days _____ hours

Species/ type	Number	Average weight	Total weight	Total space available m	Stocking density m ² /animal	Acceptable Yes/No for official use only
Total						

Any changes to crew members since approval of vessel or last voyage with livestock: Yes/ No

If Yes, please attach the names of new crew members and details of their experience with livestock.

For official use only:

Names and details of experience attached: Yes/ No

Changes to vessel relevant for the carriage of livestock since approval or last voyage with livestock: Yes /No
(If Yes, please attach details and plans of the changes.)

Details of changes attached: Yes/ No

Signed: _____ Title: _____ (Transporter/ organiser/agent)

Name: _____ Date: _____

This form must be submitted to **Principal Officer of the jurisdictional Mercantile Marine Department** at least 5 days in advance of the planned loading date.

FORM -5
(See rule 20(1))
MASTER'S REPORT

MASTER'S REPORT

Name of vessel: -----

IMO No: -----

Port of registry: -----

Official Approval Number: -----

Name and Address of Owner/Manager of Vessel:

Loading Port(s)

Date(s) of Loading

No. Livestock loaded

Discharge Port(s)

Date(s) of Discharge

No. Livestock discharged

Voyage Report

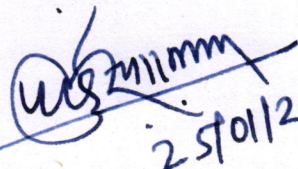
Name of Master:

Signature:

Date:

SR. NO.	ITEMS	CATEGORY	FEES
1.	Application for Certificate of Approval (CoA)	(i) Vessels up to 1000 GT (ii) Vessels above 1000 GT	Rs.15,000/-. Rs.15,000/- plus Rs.500/-for every 100 GT or part thereof subject to a maximum of Rs.50,000/-
2.	Inspection of vessel for issuance of Certificate of Approval (CoA)	a) <u>Initial Inspection</u> (i) Vessel's up to 500 GT (ii) Vessel's Between 501 to 1000 GT (iii) Vessel's above 1000 GT b) <u>Renewal Inspection</u> (i) Vessel's up to 500 GT (ii) Vessel's Between 500 to 1000 GT (iii) Vessel's above 1000 GT c) <u>Additional Inspection</u>	 Rs.8,000/- Rs.10,000/- Rs.10,000/- Plus Rs.1,000/- for every additional 500 GT or part thereof subject to maximum of Rs.40,000/- Rs.7,000/- Rs.8,000/- Rs.8,000/- plus Rs.5,00/- for every additional 500 GT or Part thereof subject to maximum of Rs.35,000/- 75% of renewal survey fees subject to a min of Rs.6,500/-
3.	Inspection for approval of Voyage Plan	(i) Vessels up to 500 GT (ii) Vessels above 500 GT	Rs.3,000/- Rs.3,500/- plus Rs.500/- for every additional 500 GT or part thereof subject to a maximum of Rs.8,000/-.
4.	Any miscellaneous surveys / inspections not otherwise covered in this SoP or rules.		Rs.3,000/- per visit.
5.	For all the items of surveys/audit/ inspection for which no fees has been prescribed in the rules /SOP, the fees shall be governed by the applicable DGS Orders in this regard.		

This issues with the approval of the Director General of Shipping & Additional Secretary, GoI


25/01/2021

(Dr. Raut Pandurang K)
Deputy Director General of Shipping (Coastal)

To

1. All stakeholders/State Maritime Boards/Sailing Vessel Associations/INSA/ICCSA/FOSMA/MASSA through DGS Website.
2. The Principal Officer, Mercantile Marine Department, Mumbai/ Chennai/ Kolkata/ Kochi/Kandla.

Copy for kind information to:

1. CS, DGS, GoI, Mumbai
2. NA (i/c), DGS, GoI, Mumbai
3. CSS (i/c), DGS, GoI, Mumbai