

**CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC**



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INTERNATIONAL MARITIME TRAFFIC

The Contracting Governments:

Desiring to facilitate maritime traffic by simplifying and reducing to a minimum the formalities, documentary requirements and procedures on the arrival, stay and departure of ships engaged in international voyages;

Have agreed as follows:

Article I

The Contracting Governments undertake to adopt, in accordance with the provisions of the present Convention and its Annex, all appropriate measures to facilitate and expedite international maritime traffic and to prevent unnecessary delays to ships and to persons and property on board.

Article II

(1) The Contracting Governments undertake to co-operate, in accordance with the provisions of the present Convention, in the formulation and application of measures for the facilitation of the arrival, stay and departure of ships. Such measures shall be, to the fullest extent practicable, not less favourable than measures applied in respect of other means of international transport; however, these measures may differ according to particular requirements.

(2) The measures for the facilitation of international maritime traffic provided for under the present Convention and its Annex apply equally to the ships of coastal and non-coastal States the Governments of which are Parties to the present Convention.

(3) The provisions of the present Convention do not apply to warships or pleasure yachts.

Article III

The Contracting Governments undertake to co-operate in securing the highest practicable degree of uniformity in formalities, documentary requirements and procedures in all matters in which such uniformity will facilitate and improve international maritime traffic and keep to a minimum any alterations in formalities, documentary

requirements and procedures necessary to meet special requirements of a domestic nature.

Article IV

With a view to achieving the ends set forth in the preceding Articles of the present Convention, the Contracting Governments undertake to co-operate with each other or through the Inter-Governmental Maritime Consultative Organization (hereinafter called the "Organization") in matters relating to formalities, documentary requirements and procedures, as well as their application to international maritime traffic.

Article V

- (1) Nothing in the present Convention or its Annex shall be interpreted as preventing the application of any wider facilities which a Contracting Government grants or may grant in future in respect of international maritime traffic under its national laws or the provisions of any other international agreement.
- (2) Nothing in the present Convention or its Annex shall be interpreted as precluding a Contracting Government from applying temporary measures considered by that Government to be necessary to preserve public morality, order and security or to prevent the introduction or spread of diseases or pests affecting public health, animals or plants.
- (3) All matters that are not expressly provided for in the present Convention remain subject to the legislation of the Contracting Governments.

Article VI

For the purposes of the present Convention and its Annex:

- (a) "Standards" are those measures the uniform application of which by Contracting Governments in accordance with the Convention is necessary and practicable in order to facilitate international maritime traffic;
- (b) "Recommended Practices" are those measures the application of which by Contracting Governments is desirable in order to facilitate international maritime traffic.

Article VII

(1) The Annex to the present Convention may be amended by the Contracting Governments, either at the proposal of one of them or by a conference convened for that purpose.

(2) Any Contracting Government may propose an amendment to the Annex by forwarding a draft amendment to the Secretary-General of the Organization (hereinafter called the "Secretary-General").

(a) Upon the express request of a Contracting Government, the Secretary-General shall communicate any such proposal directly to all Contracting Governments for their consideration and acceptance. If he receives no such express request, the Secretary-General may proceed to such consultations as he deems advisable before communicating the proposal to the Contracting Governments.

(b) Each Contracting Government shall notify the Secretary-General within one year from the receipt of any such communication whether or not it accepts the proposal.

(c) Any such notification shall be made in writing to the Secretary-General who shall inform all Contracting Governments of its receipt;

(d) Any amendment to the Annex under this paragraph shall enter into force six months after the date on which the amendment is accepted by a majority of the Contracting Governments;

(e) The Secretary-General shall inform all Contracting Governments of any amendment which enters into force under this paragraph, together with the date on which such amendment shall enter into force.

(3) A conference of the Contracting Governments to consider amendments to the Annex shall be convened by the Secretary-General upon the request of at least one-third of these Governments. Every amendment adopted by such conference by a two-thirds majority of the Contracting Governments present and voting shall enter into force six months after the date on which the Secretary-General notifies the Contracting Governments of the amendment adopted.

(4) The Secretary-General shall notify promptly all signatory Governments of the adoption and entry into force of any amendment under this Article.

Article VIII

(1) Any Contracting Government that finds it impracticable to comply with any Standard by bringing its own formalities, documentary requirements or procedures into full accord with it, or which deems it necessary for special reasons to adopt formalities, documentary requirements or procedures differing from that Standard, shall so inform the Secretary-General and notify him of the differences between its own practice and such Standard. Such notification shall be made as soon as possible after entry into force of the present Convention for the Government concerned, or after the adoption of such differing formalities, documentary requirements or procedures.

(2) Notification by a Contracting Government of any such difference in the case of an amendment to a Standard or of a newly adopted Standard shall be made to the Secretary-General as soon as possible after the entry into force of such amended or newly adopted Standard, or after the adoption of such differing formalities, documentary requirements or procedures, and may include an indication of the action proposed to bring the formalities, documentary requirements or procedures into full accord with the amended or newly adopted Standard.

(3) Contracting Governments are urged to bring their formalities, documentary requirements and procedures into accord with the Recommended Practices insofar as practicable. As soon as any Contracting Government brings its own formalities, documentary requirements and procedures into accord with any Recommended Practice, it shall notify the Secretary-General thereof.

(4) The Secretary-General shall inform the Contracting Governments of any notification made to him in accordance with the preceding paragraphs of this Article.

Article IX

The Secretary-General shall convene a conference of the Contracting Governments for revision or amendment of the present Convention at the request of not less than one-third of the Contracting Governments. Any revision or amendments shall be adopted by a two-thirds majority vote of the Conference and then certified and communicated by the Secretary-General to all Contracting Governments for their acceptance. One year after the acceptance of the revision or amendments by two-thirds of the Contracting Governments, each revision or amendment shall enter into force for all Contracting Governments except those which, before its entry into force, make a declaration that they do not accept the revision or amendment. The Conference may by a two-thirds majority vote determine at the time of its adoption that a revision or amendment is of such a nature that any Contracting Government which has made such a declaration and which does not accept the revision or amendment within a period of one year after the revision or amendment enters into force shall, upon the expiration of this period, cease to be a party to the Convention.

Article X

- (1) The present Convention shall remain open for signature for six months from this day's date and shall thereafter remain open for accession.
- (2) The Governments of States Members of the United Nations, or of any of the specialized agencies or the International Atomic Energy Agency, or Parties to the Statute of the International Court of Justice may become Parties to the present Convention by:
  - (a) signature without reservation as to acceptance;
  - (b) signature with reservation as to acceptance followed by acceptance; or
  - (c) accession.

Acceptance or accession shall be effected by the deposit of an instrument with the Secretary-General.

- (3) The Government of any State not entitled to become a Party under paragraph 2 of this Article may apply through the Secretary-General to become a party and shall

be admitted as a Party in accordance with paragraph 2, provided that its application has been approved by two-thirds of the Members of the Organization other than Associate Members.

Article XI

The present Convention shall enter into force sixty days after the date upon which the Governments of at least ten States have either signed it without reservation as to acceptance or have deposited instruments of acceptance or accession. It shall enter into force for a Government which subsequently accepts it or accedes to it sixty days after the deposit of the instrument of acceptance or accession.

Article XII

Three years after entry into force of the present Convention with respect to a Contracting Government, such Government may denounce it by notification in writing addressed to the Secretary-General who shall notify all Contracting Governments of the content and date of receipt of any such notification. Such denunciation shall take effect one year, or such longer period as may be specified in the notification, after its receipt by the Secretary-General.

Article XIII

(1) (a) The United Nations in cases where they are the administering authority for a territory, or any Contracting Government responsible for the international relations of a territory, shall as soon as possible consult with such territory in an endeavour to extend the present Convention to that territory, and may at any time by notification in writing given to the Secretary-General declare that the Convention shall extend to such territory.

(b) The present Convention shall from the date of the receipt of the notification or from such other date as may be specified in the notification extend to the territory named therein.

(c) The provisions of Article VIII of the present Convention shall apply to any territory to which the Convention is extended in accordance with the present Article; for this purpose, the expression "its own formalities, documentary requirements or procedures" shall include those in force in that territory.

(d) The present Convention shall cease to extend to any territory one year after the receipt by the Secretary-General of a notification to this effect, or on such later date as may be specified therein.

(2) The Secretary-General shall inform all the Contracting Governments of the extension of the present Convention to any territory under paragraph 1 of this Article, stating in each case the date from which the Convention has been so extended.

#### Article XIV

The Secretary-General shall inform all signatory Governments, all Contracting Governments and all Members of the Organization of:

- (a) the signatures affixed to the present Convention and the dates thereof;
- (b) the deposit of instruments of acceptance and accession together with the dates of their deposit;
- (c) the date on which the Convention enters into force in accordance with Article XI;
- (d) any notification received in accordance with Articles XII and XIII and the date thereof;
- (e) the convening of any conference under Articles VII or IX.

#### Article XV

The present Convention and its Annex shall be deposited with the Secretary-General who shall transmit certified copies thereof to signatory Governments and to acceding Governments. As soon as the present Convention enters into force, it shall be registered by the Secretary-General in accordance with Article 102 of the Charter of the United Nations.

#### Article XVI

The present Convention and its Annex shall be established in the English and French languages, both texts being equally authentic. Official translations shall be prepared in the Russian and Spanish languages and shall be deposited with the signed originals.

IN WITNESS WHEREOF the undersigned being duly authorized by their respective Governments for that purpose have signed the present Convention.

DONE at London this ninth day of April 1965.

ANNEX

SECTION 1 - DEFINITIONS AND GENERAL PROVISIONS

A. DEFINITIONS

For the purpose of the provisions of this Annex, the following meanings shall be attributed to the terms listed:

Cargo. Any goods, wares, merchandise, and articles of every kind whatsoever carried on a ship, other than mail, ship's stores, ship's spare parts, ship's equipment, crew's effects and passengers' accompanied baggage.

Crew's effects. Clothing, items in everyday use and any other articles, which may include currency, belonging to the crew and carried on the ship.

Crew Member. Any person actually employed for duties on board during a voyage in the working or service of a ship and included in the crew list.

Mail. Dispatches of correspondence and other objects tendered by and intended for delivery to postal administrations.

Passengers' accompanied baggage. Property, which may include currency, carried for a passenger on the same ship as the passenger, whether in his personal possession or not, so long as it is not carried under a contract of carriage or other similar agreement.

Public authorities. The agencies or officials in a State responsible for the application and enforcement of the laws and regulations of that State which relate to any aspect of the Standards and Recommended Practices contained in this Annex.

Shipowner. One who owns or operates a ship, whether a person, a corporation or other legal entity, and any person acting on behalf of the owner or operator.

Ship's equipment. Articles, other than ship's spare parts, on board a ship for use thereon, which are removable but not of a consumable nature, including accessories such as life-boats, life-saving devices, furniture, ship's apparel and similar items.

Ship's spare parts. Articles of a repair or replacement nature for incorporation in the ship in which they are carried.

Ship's stores. Goods for use in the ship, including consumable goods, goods carried for sale to passengers and crew members, fuel and lubricants, but excluding ship's equipment and ship's spare parts.

Time of arrival. Time when a ship first comes to rest, whether at anchor or at a dock, in a port.

#### B. GENERAL PROVISIONS

In conjunction with paragraph 2 of Article V of the Convention, the provisions of this Annex shall not preclude public authorities from taking such appropriate measures, including calling for further information, as may be necessary in cases of suspected fraud or to deal with special problems constituting a grave danger to public order (ordre public), public security or public health, or to prevent the introduction or spread of diseases or pests affecting animals or plants.

1.1 Standard. Public authorities shall in all cases require only essential information to be furnished, and shall keep the number of items to a minimum.

Where a specific list of particulars is set out in the Annex, public authorities shall not require to be furnished such of those particulars as they consider not essential.

1.2 Recommended Practice. Notwithstanding the fact that documents for certain purposes may be separately prescribed and required in this Annex, public authorities, bearing in mind the interests of those who are required to complete the documents as well as the purposes for which they are to be used, should provide for any two or more such documents to be combined into one in any case in which this is practicable and in which an appreciable degree of facilitation would result.

#### SECTION 2 - ARRIVAL STAY AND DEPARTURE OF THE SHIP

This section contains the provisions concerning the formalities required of shipowners by the public authorities on the arrival stay and departure of the ship and shall not be read so as to preclude a requirement for the presentation for inspection by the appropriate authorities of certificates and other papers carried by the ship pertaining to its registry, measurement, safety, manning and other related matters.

A. GENERAL

2.1 Standard. Public authorities shall not require for their retention, on arrival or departure of ships to which the Convention applies, any documents other than those covered by the present section.

The documents in question are:

- General Declaration
- Cargo Declaration
- Ship's Stores Declaration
- Crew's Effects Declaration
- Crew List
- Passenger List
- The document required under the Universal Postal Convention for mail
- Maritime Declaration of Health

B. CONTENTS AND PURPOSE OF DOCUMENTS

2.2 Standard. The General Declaration shall be the basic document on arrival and departure providing information required by public authorities relating to the ship.

2.2.1 Recommended Practice. The same form of General Declaration should be accepted for both the arrival and the departure of a ship.

2.2.2 Recommended Practice. In the General Declaration public authorities should not require more than the following information:

- Name and description of ship
- Nationality of ship
- Particulars regarding registry
- Particulars regarding tonnage
- Name of master
- Name and address of ship's agent
- Brief description of the cargo
- Number of crew
- Number of passengers
- Brief particulars of voyage
- Date and time of arrival, or date of departure
- Port of arrival or departure
- Position of the ship in the port

2.2.3 Standard. Public authorities shall accept a General Declaration dated and signed by the master, the ship's agent or some other person duly authorized by the master.

2.3 Standard. The Cargo Declaration shall be the basic document on arrival and departure providing information required by public authorities relating to the cargo. However, particulars of any dangerous cargo may also be required to be furnished separately.

2.3.1 Recommended Practice. In the Cargo Declaration public authorities should not require more than the following information:

(a) on arrival

- Name and nationality of the ship
- Name of master
- Port arrived from
- Port where report is made
- Marks and numbers; number and kind of packages; quantity and description of the goods
- Bill of lading numbers for cargo to be discharged at the port in question
- Ports at which cargo remaining on board will be discharged
- Original ports of shipment in respect of goods shipped on through bills of lading

(b) on departure

- Name and nationality of the ship
- Name of master
- Port of destination
- In respect of goods loaded at the port in question: marks and numbers; number and kind of packages; quantity and description of the goods
- Bill of lading numbers for cargo loaded at the port in question

2.3.2 Recommended Practice. In respect of cargo remaining on board, public authorities should require only brief details of the minimum essential items of information to be furnished.

2.3.3 Standard. Public authorities shall accept a Cargo Declaration dated and signed by the master, the ship's agent, or some other person duly authorized by the master.

2.3.4 Recommended Practice. Public authorities should accept in place of the Cargo Declaration a copy of the ship's manifest provided it contains all the information required in accordance with Recommended Practices 2.3.1 and 2.3.2 and is dated and signed in accordance with Standard 2.3.3.

As an alternative, public authorities may accept a copy of the bill of lading signed in accordance with Standard 2.3.3 or certified as a true copy, if the nature and quantity of cargo make this practicable and provided that any information in accordance with Recommended Practices 2.3.1 and 2.3.2 which does not appear in such documents is also furnished elsewhere and duly certified.

2.3.5 Recommended Practice. Public authorities should allow unmanifested parcels in possession of the master to be omitted from the Cargo Declaration provided that particulars of these parcels are furnished separately.

2.4 Standard. The Ship's Stores Declaration shall be the basic document on arrival and departure providing information required by public authorities relating to ship's stores.

2.4.1 Standard. Public authorities shall accept a Ship's Stores Declaration dated and signed by the master or by some other ship's officer duly authorized by the master and having personal knowledge of the facts regarding the ship's stores.

2.5 Standard. The Crew's Effects Declaration shall be the basic document providing information required by public authorities relating to crew's effects. It shall not be required on departure.

2.5.1 Standard. Public authorities shall accept a Crew's Effects Declaration dated and signed by the master or by some other ship's officer duly authorized by the master. The public authorities may also require each crew member to place his signature, or, if he is unable to do so, his mark, against the declaration relating to his effects.

2.5.2 Recommended Practice. Public authorities should normally require particulars of only those crew's effects which are dutiable or subject to prohibitions or restrictions.

2.6 Standard. The Crew List shall be the basic document providing public authorities with information relating to the number and composition of the crew on the arrival and departure of a ship.

2.6.1 Recommended Practice. In the Crew List, public authorities should not require more than the following information:

- Name and nationality of the ship
- Family name
- Given names
- Nationality
- Rank or rating
- Date and place of birth
- Nature and number of identity document
- Port and date of arrival
- Arriving from

2.6.2 Standard. Public authorities shall accept a Crew List dated and signed by the master or by some other ship's officer duly authorized by the master.

2.7 Standard. The Passenger List shall be the basic document providing public authorities with information relating to passengers on the arrival and departure of a ship.

2.7.1 Recommended Practice. Public authorities should not require Passenger Lists on short sea routes or combined ship/railway services between neighbouring countries.

2.7.2 Recommended Practice. Public authorities should not require Embarkation or Disembarkation Cards in addition to Passenger Lists in respect of passengers whose names appear on those Lists. However, where public authorities have special problems constituting a grave danger to public health a person on an international voyage may on arrival be required to give a destination address in writing.

2.7.3 Recommended Practice. In the Passenger List public authorities should not require more than the following information:

- Name and nationality of the ship
- Family name
- Given names
- Nationality
- Date of birth
- Place of birth

- Port of embarkation
- Port of disembarkation
- Port and date of arrival of the ship

2.7.4 Recommended Practice. A list compiled by shipping companies for their own use should be accepted in place of the Passenger List, provided it contains at least the information required in accordance with Recommended Practice 2.7.3 and is dated and signed in accordance with Standard 2.7.5.

2.7.5 Standard. Public authorities shall accept a Passenger List dated and signed by the master, the ship's agent or some other person duly authorized by the master.

2.7.6 Recommended Practice. Public authorities should ensure that shipowners notify them on arrival of the presence of any stowaway discovered on board.

2.8 Standard. Public authorities shall not require on arrival or departure of the ship any written declaration in respect of mail other than that prescribed in the Universal Postal Convention.

2.9 Standard. The Maritime Declaration of Health shall be the basic document providing information required by Port Health authorities relating to the state of health on board a ship during the voyage and on arrival at a port.

#### C. DOCUMENTS ON ARRIVAL

2.10 Standard. In respect of a ship's arrival in port, public authorities shall not require more than:

- 5 copies of the General Declaration
- 4 copies of the Cargo Declaration
- 4 copies of the Ship's Stores Declaration
- 2 copies of the Crew's Effects Declaration
- 4 copies of the Crew List
- 4 copies of the Passenger List
- 1 copy of the Maritime Declaration of Health

#### D. DOCUMENTS ON DEPARTURE

2.11 Standard. In respect of a ship's departure from port, public authorities shall not require more than:

- 5 copies of the General Declaration
- 4 copies of the Cargo Declaration
- 3 copies of the Ship's Stores Declaration
- 2 copies of the Crew List
- 2 copies of the Passenger List

2.11.1 Recommended Practice. A new Cargo Declaration should not be required on departure from a port in respect of cargo which has been the subject of a declaration on arrival in that port and which has remained on board.

2.11.2 Recommended Practice. A separate Ship's Stores Declaration on departure should not be required in respect of ship's stores which have been the subject of a declaration on arrival, nor in respect of stores shipped in the port and covered by another customs document presented in that port.

2.11.3 Standard. Where public authorities require information about the crew of a ship on its departure, a copy of the Crew List, presented on arrival, shall be accepted on departure if signed again and endorsed to indicate any change in the number or composition of the crew or to indicate that no such change has occurred.

E. MEASURES TO FACILITATE CLEARANCE OF CARGO,  
PASSENGERS, CREW AND BAGGAGE

2.12 Recommended Practice. Public authorities should, with the co-operation of shipowners and port administrations, take appropriate measures to the end that port time may be kept to a minimum and should provide satisfactory port traffic flow arrangements, should frequently review all procedures in connexion with the arrival and departure of ships including arrangements for embarkation and disembarkation, loading and unloading, servicing and the like. They should also make arrangements whereby cargo ships and their loads can be entered and cleared, in so far as may be practicable, at the ship working area.

2.12.1 Recommended Practice. Public authorities should, with the co-operation of shipowners and port administrations, take appropriate measures to the end that satisfactory port traffic flow arrangements are provided so that handling and clearance procedures for cargo will be smooth and uncomplicated. These arrangements should cover all phases from the time the ship arrives at the dock for unloading and customs clearance and for warehousing and re-forwarding of the cargo if required.

There should be convenient and direct access between the cargo warehouse and the customs area, both of which should be located close to the dock area, and mechanical conveyance systems should be available, where possible.

F. CONSECUTIVE CALLS AT TWO OR MORE PORTS IN THE SAME STATE

2.13 Recommended Practice. Taking into account the procedures carried out on the arrival of a ship at the first port of call in the territory of a State, the formalities and documents required by the public authorities at any subsequent port of call in that country visited without intermediate call at a port in another country should be kept to a minimum.

G. COMPLETION OF DOCUMENTS

2.14 Recommended Practice. Public authorities should as far as possible accept the documents provided for in this Annex except as regards Standard 3.7 irrespective of the language in which the required information is furnished thereon, provided that they may require a written or oral translation into one of the official languages of their country or of the Organization when they deem it necessary.

2.15 Standard. Typewriting shall not be required in completing documents provided for in this Section. Entries handwritten in ink or indelible pencil shall be accepted when legible.

2.16 Standard. Public authorities of the country of any intended port of arrival, discharge, or transit shall not require any document relating to the ship, its cargo, stores, passengers or crew, as mentioned in this Section, to be legalized, verified, authenticated, or previously dealt with by any of their representatives abroad. This shall not be deemed to preclude a requirement for the presentation of a passport or other identity document of a passenger or crew member for visa or similar purposes.

SECTION 3. ARRIVAL AND DEPARTURE OF PERSONS

This section contains the provisions concerning the formalities required by public authorities from crew and passengers on the arrival or departure of a ship.

A. ARRIVAL AND DEPARTURE REQUIREMENTS AND PROCEDURES

3.1 Standard. A valid passport shall be the basic document providing public authorities with information relating to the individual passenger on arrival or departure of a ship.

3.1.1 Recommended Practice. Contracting Governments should as far as possible agree, by bilateral or multilateral agreements, to accept official documents of identity in lieu of passports.

3.2 Recommended Practice. Public authorities should make arrangements whereby passports, or official documents of identity accepted in their place, from ship's passengers need be inspected by the immigration authorities only once at the time of arrival and once at the time of departure. In addition these passports or official documents of identity may be required to be produced for the purpose of verification or identification in connexion with customs and other formalities on arrival and departure.

3.3 Recommended Practice. After individual presentation of passports or official documents of identity accepted in their place, public authorities should hand back such documents immediately after examination rather than withholding them for the purpose of obtaining additional control, unless there is some obstacle to the admission of a passenger to the territory.

3.4 Recommended Practice. Public authorities should not require from embarking or disembarking passengers, or from shipowners on their behalf, any information in writing supplementary to or repeating that already presented in their passports or official documents of identity, other than as necessary to complete any documents provided for in this Annex.

3.5 Recommended Practice. Public authorities which require written supplementary information other than as necessary to complete any documents provided for in this Annex, from embarking or disembarking passengers, should limit requirements for further identification of passengers to the items set forth in Recommended Practice 3.6 (Embarkation/Disembarkation Card). Public authorities should accept the Embarkation/Disembarkation Card when completed by the passenger and should not require that it be completed or checked by the shipowner. Legible handwritten script should be accepted on the card, except where the form specifies block lettering. One copy only of the Embarkation/Disembarkation Card, which may include one or more simultaneously prepared carbon copies, should be required from each passenger.

3.6 Recommended Practice. In the Embarkation/Disembarkation Card public authorities should not require more than the following information:

- Family name
- Given names
- Nationality
- Number of passport or other official identity document
- Date of birth
- Place of birth
- Occupation
- Port of Embarkation/Disembarkation
- Sex
- Destination address
- Signature

3.7 Standard. In cases where evidence of protection against cholera, yellow fever or smallpox is required from persons on board a ship, public authorities shall accept the International Certificate of Vaccination or Re-Vaccination in the forms provided for in the International Sanitary Regulations.

3.8 Recommended Practice. Medical examination of persons on board or of persons disembarking from ships should normally be limited to those persons arriving from an area infected with one of the quarantinable diseases within

the incubation period of the disease concerned (as stated in the International Sanitary Regulations). Additional medical examination may, however, be required in accordance with the International Sanitary Regulations.

3.9 Recommended Practice. Public authorities should normally perform customs inspection of inbound passengers' accompanied baggage on a sampling or selective basis. Written declarations in respect of passengers' accompanied baggage should be dispensed with as far as possible.

3.9.1 Recommended Practice. Public authorities should, wherever possible, waive inspection of accompanied baggage of departing passengers.

3.9.2 Recommended Practice. Where inspection of accompanied baggage of departing passengers cannot be waived completely, such inspection should normally be performed on a sampling or selective basis.

3.10 Standard. A valid seafarer's identity document or a passport shall be the basic document providing public authorities with information relating to the individual member of the crew on arrival or departure of a ship.

3.10.1 Standard. In the seafarer's identity document, public authorities shall not require more than the following information:

- Family name
- Given names
- Date and place of birth
- Nationality
- Physical characteristics
- Photograph (authenticated)
- Signature
- Date of expiry (if any)
- Issuing public authority

3.10.2 Standard. When it is necessary for a seafarer to enter or leave a country as a passenger by any means of transportation for the purpose of:

- (a) joining his ship or transferring to another ship,

- (b) passing in transit to join his ship in another country, or for repatriation, or for any other purpose approved by the authorities of the country concerned,

public authorities shall accept from that seafarer in place of a passport the valid seafarer's identity document, when this document guarantees the readmission of the bearer to the country which issued the document.

3.10.3 Recommended Practice. Public authorities should not normally require presentation of individual identity documents or of information supplementing the seafarer's identity document in respect of members of the crew other than that given in the Crew List.

B. MEASURES TO FACILITATE CLEARANCE OF CARGO, PASSENGERS, CREW AND BAGGAGE

3.11 Recommended Practice. Public authorities should, with the co-operation of shipowners and port administrations, take appropriate measures to the end that satisfactory port traffic flow arrangements may be provided so that passengers, crew and baggage can be cleared rapidly, should provide adequate personnel, and should ensure that adequate installations are provided, particular attention being paid to baggage loading, unloading and conveyance arrangements (including the use of mechanized systems) and to points where passenger delays are frequently found to occur. Arrangements should be made, when necessary, for passage under shelter between the ship and the point where the passenger and crew check is to be made.

3.11.1 Recommended Practice. Public authorities should:

- (a) in co-operation with shipowners and port administrations introduce suitable arrangements, such as:
  - (i) an individual and continuous method of processing passengers and baggage;
  - (ii) a system which would permit passengers readily to identify and obtain their checked baggage as soon as it is placed in an area where it may be claimed;

- (b) ensure that port administrations take all necessary measures so that:
  - (i) easy and speedy access for passengers and their baggage, to and from local transport, is provided;
  - (ii) if crews are required to report to premises for governmental purposes, those premises should be readily accessible, and as close to one another as practicable.

3.12 Recommended Practice. Public authorities should require that shipowners ensure that ship's personnel take all appropriate measures which will help expedite arrival procedures for passengers and crew. These measures may include:

- (a) furnishing public authorities concerned with an advance message giving the best estimated time of arrival, followed by information as to any change in time, and stating the itinerary of the voyage where this may affect inspection requirements;
- (b) having ship's documents ready for prompt review;
- (c) providing for ladders or other means of boarding to be rigged while the ship is en route to berth or anchorage;
- (d) providing for prompt, orderly assembling and presentation of persons on board, with necessary documents, for inspection, with attention to arrangements for relieving crew members for this purpose from essential duties in engine rooms and elsewhere.

3.13 Recommended Practice. The practice of entering names on passenger and crew documents should be to put the family name or names first. Where both paternal and maternal family names are used, the paternal family name should be placed first. Where for married women both the husband's and wife's paternal family names are used, the husband's paternal family name should be placed first.

3.14 Standard. Public authorities shall, without unreasonable delay, accept passengers and crew for examination as to their admission into the State when such examination is required.

3.15 Standard. Public authorities shall not impose any penalty upon shipowners in the event that any control document in possession of a passenger is found by public authorities to be inadequate, or if, for that reason, the passenger is found to be inadmissible to the State.

3.15.1 Recommended Practice. Public authorities should invite shipowners to take all reasonable precautions to the end that passengers hold any control documents required by Contracting Governments.

SECTION 4 -  
PUBLIC HEALTH AND QUARANTINE INCLUDING  
SANITARY MEASURES FOR ANIMALS AND PLANTS

4.1 Recommended Practice. Public authorities of a State not Party to the International Sanitary Regulations should endeavour to apply the relevant provisions of these Regulations to international shipping.

4.2 Recommended Practice. Contracting Governments having certain interests in common owing to their health, geographical, social or economic conditions should conclude special arrangements pursuant to Article 104 of the International Sanitary Regulations when such arrangements will facilitate the application of those Regulations.

4.3 Recommended Practice. Where Sanitary Certificates or similar documents are required in respect of shipments of certain animals, plants or products thereof, such certificates and documents should be simple and widely publicized and Contracting Governments should co-operate with a view to standardizing such requirements.

4.4 Recommended Practice. Public authorities should whenever practicable authorize granting of pratique by radio to a ship when, on the basis of information received from it prior to its arrival, the health authority for the intended port of arrival is of the opinion that its arrival will not result in the

introduction or spread of a quarantinable disease. Health authorities should as far as practicable be allowed to join a ship prior to entry of the ship into port.

4.4.1 Recommended Practice. Public authorities should seek the co-operation of shipowners to ensure compliance with any requirement that illness on a ship is to be reported promptly by radio to health authorities for the port for which the ship is destined, in order to facilitate provision for the presence of any special medical personnel and equipment necessary for health procedures on arrival.

4.5 Standard. Public authorities shall make arrangements to enable all travel agencies and others concerned to make available to passengers, sufficiently in advance of departure, lists of the vaccinations required by the public authorities of the countries concerned, as well as vaccination certificate forms conforming to the International Sanitary Regulations. Public authorities shall take all possible measures to have vaccinators use the International Certificates of Vaccination or Re-Vaccination, in order to assure uniform acceptance.

4.6 Recommended Practice. Public authorities should provide facilities for the completion of International Certificates of Vaccination or Re-Vaccination as well as facilities for vaccination, at as many ports as feasible.

4.7 Standard. Public authorities shall ensure that sanitary measures and health formalities are initiated forthwith, completed without delay, and applied without discrimination.

4.8 Recommended Practice. Public authorities should maintain at as many ports as feasible adequate facilities for the administration of public health, animal and agricultural quarantine measures.

4.9 Recommended Practice. There should be maintained readily available at as many ports in a State as feasible such medical facilities as may be reasonable and practicable for the emergency treatment of crews and passengers.

4.10 Standard. Except in the case of an emergency constituting a grave danger to public health, a ship which is not infected or suspected of being infected with a quarantinable disease, shall not on account of any other epidemic disease be prevented by the health authorities for a port from discharging or loading cargo or stores or taking on fuel or water.

4.11 Recommended Practice. Shipments of animals, animal raw materials, crude animal products, animal foodstuffs and quarantinable plant products should be permitted in specified circumstances when accompanied by a quarantine certificate in the form agreed by the States concerned.

#### SECTION 5 - MISCELLANEOUS PROVISIONS

##### A. BONDS AND OTHER FORMS OF SECURITY

5.1 Recommended Practice. Where public authorities require bonds or other forms of security from shipowners to cover liabilities under the customs, immigration, public health, agricultural quarantine or similar laws and regulations of a State, they should permit the use of a single comprehensive bond or other form of security wherever possible.

##### B. ERRORS IN DOCUMENTATION AND PENALTIES THEREFOR

5.2 Standard. Public authorities shall, without delaying the ship, allow corrections of errors in a document provided for in this Annex, which they are satisfied are inadvertent, not of a serious nature, not due to recurrent carelessness and not made with intent to violate laws or regulations, on the condition that these errors are discovered before the document is fully checked and the corrections can be effected without delay.

5.3 Standard. If errors are found in documents provided for in this Annex, signed by or on behalf of a shipowner or master, no penalties shall be imposed until an opportunity has been given to satisfy the public authorities that the errors were inadvertent, not of a serious nature, not due to recurrent carelessness and not made with intent to violate laws or regulations.

C. SERVICES AT PORTS

5.4 Recommended Practice. The normal services of public authorities at a port should be provided without charge during regular working hours. Public authorities should endeavour to establish regular working hours for their services at ports consistent with the usual periods of substantial work load.

5.4.1 Recommended Practice. Contracting Governments should adopt all practicable measures to organize the normal services of public authorities at ports in order to avoid unnecessary delay of ships after their arrival or when ready to depart and reduce the time for completion of formalities to a minimum, provided that sufficient notice of estimated time of arrival or departure shall be given to the public authorities.

5.4.2 Standard. No charge shall be made by a health authority for any medical examination, or any supplementary examination, whether bacteriological or otherwise, carried out at any time of the day or night, if such examination is required to ascertain the health of the person examined, nor for visit to and inspection of a ship for quarantine purposes except inspection of a ship for the issue of a Deratting or Deratting Exemption Certificate, nor shall a charge be made for any vaccination of a person arriving by ship nor for a certificate thereof. However, where measures other than these are necessary in respect of a ship or its passengers or crew and charges are made for them by a health authority, such charges shall be made in accordance with a single tariff which shall be uniform to the territory concerned and they shall be levied without distinction as to the nationality, domicile or residence of any person concerned or as to the nationality, flag, registry or ownership of the ship.

5.4.3 Recommended Practice. When the services of public authorities are provided outside the regular working hours referred to in Recommended Practice 5.4, they should be provided on terms which shall be moderate and not exceed the actual cost of the services rendered.

5.5 Standard. Where the volume of traffic at a port warrants, public authorities shall ensure that services are provided for the accomplishment of the formalities in respect of cargo and baggage, regardless of value or type.

5.6 Recommended Practice. Contracting Governments should endeavour to make arrangements whereby one Government will permit another Government certain facilities before or during the voyage to examine ships, passengers, crew, baggage, cargo and documentation for customs, immigration, public health, plant and animal quarantine purposes when such action will facilitate clearance upon arrival in the latter State.

D. CARGO NOT DISCHARGED AT THE PORT  
OF INTENDED DESTINATION

5.7 Standard. Where any cargo listed on the Cargo Declaration is not discharged at the port of intended destination, public authorities shall permit amendment of the Cargo Declaration and shall not impose penalties if satisfied that the cargo was not in fact loaded on the ship, or if loaded, was landed at another port.

5.8 Standard. When by error, or for other valid reason, any cargo is discharged at a port other than the port of intended destination, public authorities shall facilitate reforwarding to its intended destination. This provision does not apply to dangerous, prohibited or restricted cargo.

E. LIMITATION OF SHIPOWNER'S  
RESPONSIBILITIES

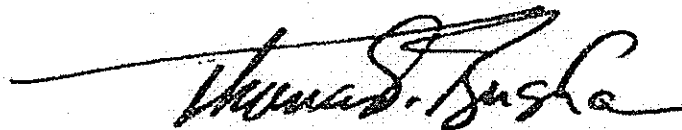
5.9 Standard. Public authorities shall not require a shipowner to place special information for use of such authorities on a bill of lading or a copy thereof, unless the shipowner is, or is acting for, the importer or exporter.

5.10 Standard. Public authorities shall not hold the shipowner responsible for the presentation or accuracy of documents which are required of the importer or exporter in connexion with the clearance of cargo, unless the shipowner is, or is acting for, the importer or exporter.

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Certified true copy of the English text of the Convention on  
Facilitation of Maritime Traffic, done at London on 9 April 1965,  
the original of which is deposited with the Secretary-General of  
the Inter-Governmental Maritime Consultative Organization.

For the Secretary-General of the Inter-Governmental Maritime  
Consultative Organization:

A handwritten signature in black ink, appearing to read "Thomas S. Hughes". The signature is written in a cursive style with a long horizontal stroke at the beginning.

London,

7. II. 80

AMENDMENTS TO THE ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME TRAFFIC, 1965,  
PROPOSED ON 28 NOVEMBER 1969 TO CONTRACTING GOVERNMENTS  
FOR ACCEPTANCE IN ACCORDANCE WITH ARTICLE VII(2)  
OF THE CONVENTION

AMENDEMENTS A L'ANNEXE A LA CONVENTION VISANT A FACILITER  
LE TRAFIC MARITIME INTERNATIONAL, 1965, QUI ONT ETE PROPOSES  
LE 28 NOVEMBRE 1969 AUX GOUVERNEMENTS CONTRACTANTS  
POUR APPROBATION CONFORMEMENT AUX DISPOSITIONS  
DU PARAGRAPHE 2 DE L'ARTICLE VII  
DE LA CONVENTION

AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, PROPOSED ON  
28 NOVEMBER 1969 TO CONTRACTING GOVERNMENTS FOR  
ACCEPTANCE IN ACCORDANCE WITH ARTICLE VII(2)  
OF THE CONVENTION

1. SECTION 1 - DEFINITIONS AND GENERAL PROVISIONS

A. DEFINITIONS

Immediately after the definition of "Crew member" insert the following new definition:

Cruise ship is a ship on an international voyage carrying passengers participating in a group programme and accommodated aboard, for the purpose of making scheduled temporary tourist visits at one or more different ports, and which during the voyage does not normally:

- (a) embark or disembark any other passengers;
- (b) load or discharge any cargo.

2. SECTION 3 - ARRIVAL AND DEPARTURE OF PERSONS

Immediately after the Recommended Practice 3.15.1 insert the new Sub-Section.

C. FACILITATION FOR SHIPS ENGAGED ON CRUISES AND  
FOR CRUISE PASSENGERS

Insert in this new Sub-Section the following new Standards and Recommended Practices:

3.16.1 Standard. Public authorities shall authorize granting of pratique by radio to a cruise ship when, on the basis of information received from it prior to its arrival, the health authority for the intended port of arrival is of the opinion that its arrival will not result in the introduction or spread of a quarantinable disease.

3.16.2 Standard. For cruise ships, the General Declaration, the Passenger List and the Crew List shall be required only at the first port of arrival and final port of departure in a country, provided that there has been no change in the circumstances of the voyage.

3.16.3 Standard. For cruise ships, the Ship's Stores Declaration and the Crew's Effects Declaration shall be required only at the first port of arrival in a country.

3.16.4 Standard. Passports or other official documents of identity shall at all times remain in the possession of cruise passengers.

3.16.5 Recommended Practice. If a cruise ship stays at a port for less than 72 hours, it should not be necessary for cruise passengers to have visas, except in special circumstances determined by the Public Authorities concerned.

Note: It is the intention of this Recommended Practice that each Contracting State may issue to such passengers or accept from them upon arrival, some form indicating that they have permission to enter the territory.

3.16.6 Standard. Cruise passengers shall not be unduly delayed by the control measures exercised by public authorities.

3.16.7 Standard. In general, except for the purpose of establishing identity, cruise passengers shall not be subject to personal examination by immigration officials.

3.16.8 Standard. If a cruise ship calls consecutively at more than one port in the same country, passengers shall, in general, be examined by public authorities at the first port of arrival and at the final port of departure only.

3.16.9 Recommended Practice. To facilitate their prompt disembarkation, the inward control of passengers on a cruise ship, where practicable, should be carried out on board before arrival at the place of disembarkation.

3.16.10 Recommended Practice. Cruise passengers who disembark at one port and rejoin the same ship at another port in the same country should enjoy the same facilities as passengers who disembark and rejoin a cruise ship at the same port.

3.16.11 Recommended Practice. The Maritime Declaration of Health should be the only health control necessary for cruise passengers.

3.16.12 Standard. Duty-free ship's stores shall be allowed aboard ship for cruise passengers during the ship's stay in port.

3.16.13 Standard. Cruise passengers shall not be required to give a written Customs declaration.

3.16.14 Recommended Practice. Cruise passengers should not be subject to any currency control.

3.16.15 Standard. Embarkation/disembarkation cards shall not be necessary for cruise passengers.

3.16.16 Recommended Practice. Except where passenger control is based solely on the Passenger List the public authorities should not insist on the completion of the following details on the Passenger List:

- Nationality (column 6)
- Date and place of birth (column 7)
- Port of embarkation (column 8)
- Port of disembarkation (column 9)

AMENDEMENTS A L'ANNEXE A LA CONVENTION VISANT A FACILITER  
LE TRAFIC MARITIME INTERNATIONAL, 1965, QUI ONT ETE  
PROPOSES LE 28 NOVEMBRE 1969 AUX GOUVERNEMENTS  
CONTRACTANTS POUR APPROBATION CONFORMEMENT  
AUX DISPOSITIONS DU PARAGRAPHE 2 DE  
L'ARTICLE VII DE LA CONVENTION

1. CHAPITRE PREMIER - DEFINITIONS ET DISPOSITIONS GENERALES

A. DEFINITIONS

Insérer, tout de suite après la définition de "Membre de l'équipage",  
la nouvelle définition suivante :

Navire en croisière. Navire qui effectue un voyage international  
et qui loge à son bord des passagers participant à un programme  
collectif et faisant des escales touristiques temporaires, suivant  
un plan déterminé, dans un ou plusieurs ports. Au cours du voyage,  
le navire ne doit en principe :

- a) ni embarquer ou débarquer d'autres passagers;
- b) ni charger ou décharger des marchandises.

2. CHAPITRE 3 - ARRIVEE ET DEPART DES PERSONNES

Immédiatement après la pratique recommandée 3.15.1, ajouter la  
nouvelle section suivante :

C. OCTROI DE FACILITES AUX NAVIRES EN CROISIERE ET A LEURS PASSAGERS

Insérer dans cette nouvelle section les nouvelles normes et  
pratiques recommandées suivantes :

3.16.1 Norme. Les pouvoirs publics doivent accorder la libre  
pratique par radio à un navire en croisière lorsque, compte tenu  
des renseignements fournis par celui-ci avant l'entrée au port,  
l'autorité sanitaire du port de destination prévu estime que  
l'entrée du navire ne risque pas d'introduire ou de répandre  
une maladie quarantenaire.

3.16.2 Norme. Il ne doit être exigé de déclaration générale, de liste des passagers et de liste de l'équipage d'un navire en croisière que dans le premier et le dernier port d'escale d'un pays, si les conditions du voyage ne sont pas modifiées dans l'intervalle.

3.16.3 Norme. Il ne doit être exigé de déclaration des provisions de bord et de déclaration des effets de l'équipage d'un navire en croisière qu'au premier port d'escale dans un pays.

3.16.4 Norme. Les passagers en croisière doivent toujours rester en possession de leur passeport ou autres pièces officielles d'identité.

3.16.5 Pratique recommandée. Les passagers en croisière ne devraient pas être tenus d'obtenir un visa si leur navire effectue au port un séjour de moins de 72 heures, sauf dans des conditions particulières définies par les pouvoirs publics intéressés.

Note : Aux termes de la présente pratique recommandée, tout Etat contractant peut délivrer à ce type de passagers, ou accepter d'eux, à leur arrivée, un formulaire spécifiant qu'ils ont l'autorisation d'entrer sur son territoire.

3.16.6 Norme. Les passagers en croisière ne doivent pas subir de retard inutile du fait de l'application de mesures de contrôle par les pouvoirs publics.

3.16.7 Norme. D'une manière générale, les fonctionnaires des services d'immigration ne doivent interroger les passagers en croisière qu'aux fins de vérification d'identité.

3.16.8 Norme. Lorsqu'un navire en croisière touche successivement plusieurs ports d'un même pays, les passagers ne doivent en général être soumis à des formalités par les pouvoirs publics qu'aux premier et dernier ports.

3.16.9 Pratique recommandée. Pour accélérer le débarquement, les passagers en croisière devraient, dans la mesure du possible, subir les formalités d'entrée à bord du navire et avant l'arrivée au lieu de débarquement.

3.16.10 Pratique recommandée. Les passagers en croisière qui débarquent dans un port et rejoignent leur navire dans un autre port du même pays devraient bénéficier des mêmes facilités que ceux qui débarquent et rejoignent leur navire dans le même port.

3.16.11 Pratique recommandée. La déclaration maritime de santé devrait être la seule formalité sanitaire imposée aux passagers en croisière.

3.16.12 Norme. Lors du séjour du navire au port, les provisions de bord exonérées de droits de douane demeurent à la disposition des passagers en croisière à bord du navire.

3.16.13 Norme. Les passagers en croisière ne doivent pas être tenus de fournir une déclaration écrite aux douanes.

3.16.14 Pratique recommandée. Les passagers en croisière ne devraient pas être soumis à un contrôle de devises.

3.16.15 Norme. Il ne doit pas être exigé de cartes d'embarquement ou de débarquement des passagers en croisière.

3.16.16 Pratique recommandée. Sauf lorsque le contrôle des passagers est effectué uniquement d'après la liste des passagers, les pouvoirs publics ne devraient pas exiger que les renseignements suivants soient donnés sur la liste des passagers :

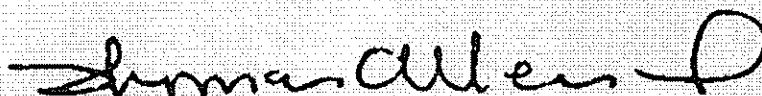
- nationalité (colonne 6)
- date et lieu de naissance (colonne 7)
- port d'embarquement (colonne 8)
- port de débarquement (colonne 9)

Certified true copy of the text of the Amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, which were proposed on 28 November 1969 to Contracting Governments for acceptance in accordance with Article VII(2) of the Convention, and which entered into force on 12 August 1971.

Copie certifiée conforme du texte des amendements à l'Annexe à la Convention visant à faciliter le trafic maritime international, 1965, qui ont été proposés le 28 novembre 1969 aux Gouvernements contractants pour approbation conformément aux dispositions du paragraphe 2 de l'article VII de la Convention et qui sont entrés en vigueur le 12 août 1971.

For the Secretary-General of the Inter-Governmental Maritime Consultative Organization:

Pour le Secrétaire général de l'Organisation intergouvernementale consultative de la navigation maritime :



London,

Londres, le

17. IV. 80

**TEXTO MODIFICADO DEL ARTICULO VII DEL CONVENIO PARA FACILITAR EL  
TRÁFICO MARÍTIMO INTERNACIONAL, 1965**

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**ИСПРАВЛЕННЫЙ ТЕКСТ СТАТЬИ VII КОНВЕНЦИИ ПО ОБЛЕГЧЕНИЮ  
МЕЖДУНАРОДНОГО МОРСКОГО СУДОХОДСТВА 1965 ГОДА**

TEXTO MODIFICADO  
DEL ARTICULO VII DEL CONVENIO PARA FACILITAR EL TRAFICO MARITIMO  
INTERNACIONAL, 1965

ARTICULO VII

- 1) El Anexo al presente Convenio puede ser modificado por los Gobiernos Contratantes bien a iniciativa de uno de ellos o por una Conferencia convocada a dicho efecto.
- 2) Todo Gobierno Contratante puede tomar la iniciativa de proponer una enmienda al Anexo dirigiendo un proyecto de enmienda al Secretario General de la Organización (en adelante denominado el "Secretario General"):
  - a) Toda enmienda propuesta de conformidad con este párrafo será examinada por el Comité de Facilitación de la Organización, a condición de que haya sido circulada por lo menos tres meses antes de la reunión del mencionado Comité. Si fuere adoptada por los dos tercios de los Gobiernos Contratantes presentes y votantes en el Comité, la enmienda será comunicada por el Secretario General a todos los Gobiernos Contratantes.
  - b) Toda enmienda al Anexo en virtud de este párrafo entrará en vigor 15 meses después de haber sido comunicada la propuesta por el Secretario General a todos los Gobiernos Contratantes a menos que dentro de los 12 meses después de tal comunicación un tercio, por lo menos, de los Gobiernos Contratantes hayan notificado por escrito al Secretario General que no aceptan la propuesta.
  - c) El Secretario General informará a todos los Gobiernos Contratantes de toda notificación recibida en virtud del apartado b) y de la fecha de entrada en vigor.
  - d) Los Gobiernos Contratantes que no acepten una enmienda no quedarán obligados por dicha enmienda sino que se atenderán al procedimiento previsto en el Artículo VIII del presente Convenio.
- 3) El Secretario General convocará una Conferencia de los Gobiernos Contratantes encargada de examinar las enmiendas al Anexo cuando un tercio, por lo menos, de dichos Gobiernos lo soliciten. Toda enmienda adoptada en el curso de esta Conferencia por mayoría de dos tercios de los Gobiernos Contratantes presentes y votantes, entrará en vigor seis meses después de la fecha en que el Secretario General notifique la enmienda adoptada a los Gobiernos Contratantes.
- 4) El Secretario General informará a los Gobiernos signatarios, en el plazo más breve, de la adopción y entrada en vigor de toda enmienda adoptada de conformidad con el presente Artículo.

*Official translation prepared by IMCO*

*Luca*

25/11/1973

ИСПРАВЛЕННЫЙ ТЕКСТ  
СТАТЬИ VII КОНВЕНЦИИ ПО ОБЛЕГЧЕНИЮ МЕЖДУНАРОДНОГО  
МОРСКОГО СУДОХОДСТВА 1965 г.

СТАТЬЯ VII

1. Приложение к настоящей Конвенции может быть изменено Договаривающимися Правительствами либо по предложению одного из них, либо на Конференции, созываемой для этой цели.

2. Любое Договаривающееся Правительство может предложить поправку к Приложению путем направления проекта поправки Генеральному Секретарю Организации (ниже именуемому "Генеральным Секретарем"):

- a) Любая поправка, предложенная в соответствии с этим пунктом, рассматривается Комитетом по облегчению судоходства при условии ее рассылки не менее чем за три месяца до заседания этого Комитета. В случае ее принятия двумя третями Договаривающихся Правительств, присутствующих и голосующих в Комитете, эта поправка сообщается Генеральным Секретарем всем Договаривающимся Правительствам.
- b) Любая поправка к Приложению, предложенная согласно этому пункту, вступает в силу через пятнадцать месяцев после сообщения поправки Генеральным Секретарем всем Договаривающимся Правительствам, если в течение двенадцати месяцев после этого сообщения не менее одной трети Договаривающихся Правительств не известят Генерального Секретаря в письменной форме о том, что они не принимают это предложение.
- c) Генеральный Секретарь сообщает всем Договаривающимся Правительствам любые извещения, полученные согласно подпункту "b" и дату вступления поправки в силу.
- d) Договаривающиеся Правительства, не принявшие поправку, не обязаны соблюдать эту поправку, но должны следовать процедуре, изложенной в Статье VIII настоящей Конвенции.

3. Конференция Договаривающихся Правительств для рассмотрения поправок к Приложению созывается Генеральным Секретарем по просьбе не менее одной трети этих Правительств. Каждая поправка, принятая на такой конференции большинством в две трети присутствующих и принимающих участие в голосовании Договаривающихся Правительств, вступает в силу через шесть месяцев со дня извещения Генеральным Секретарем Договаривающихся Правительств о принятии поправки.

4. Генеральный Секретарь незамедлительно сообщает всем Правительствам, подписавшим Конвенцию, о принятии и вступлении в силу любой поправки, предложенной в соответствии с настоящей Статьей.

ствующих и принимающих участие в голосовании Договаривающихся Правительств, вступает в силу через шесть месяцев со дня извещения Генеральным Секретарем Договаривающихся Правительств о принятии поправки.

4. Генеральный Секретарь незамедлительно сообщает всем Правительствам, подписавшим Конвенцию, о принятии и вступлении в силу любой поправки, предложенной в соответствии с настоящей Статьей.

Official Russian translation of the  
Amendment to Article VII of the  
Convention on Facilitation of  
International Maritime Traffic

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26 Nov. 1973

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ИСПРАВЛЕННЫЙ ТЕКСТ  
СТАТЬИ VII КОНВЕНЦИИ ПО ОБЛЕГЧЕНИЮ МЕЖДУНАРОДНОГО  
МОРСКОГО СУДОХОДСТВА 1956 г.

СТАТЬЯ VII

1. Приложение к настоящей Конвенции может быть изменено Договаривающимися Правительствами либо по предложению одного из них, либо на Конференции, созываемой для этой цели.
2. Любое Договаривающееся Правительство может предложить поправку к Приложению путем направления проекта поправки Генеральному Секретарю Организации (ниже именуемому "Генеральным Секретарем"):
  - а) Любая поправка, предложенная в соответствии с этим пунктом, рассматривается Комитетом по облегчению судоходства при условии ее рассылки не менее чем за три месяца до заседания этого Комитета. В случае ее принятия двумя третями Договаривающихся Правительств, присутствующих и голосующих в Комитете, эта поправка сообщается Генеральным Секретарем всем Договаривающимся Правительствам.
  - б) Любая поправка к Приложению, предложенная согласно этому пункту, вступает в силу через пятнадцать месяцев после сообщения поправки Генеральным Секретарем всем Договаривающимся Правительствам, если в течение двенадцати месяцев после этого сообщения не менее одной трети Договаривающихся Правительств не известят Генерального Секретаря в письменной форме о том, что они не принимают это предложение.
  - в) Генеральный Секретарь сообщает всем Договаривающимся Правительствам любые извещения, полученные согласно подпункту "б" и дату вступления поправки в силу.
  - г) Договаривающиеся Правительства, не принявшие поправку, не обязаны соблюдать эту поправку, но должны следовать процедуре, изложенной в Статье VIII настоящей Конвенции.
3. Конференция Договаривающихся Правительств для рассмотрения поправок к Приложению созывается Генеральным Секретарем по просьбе не менее одной трети этих Правительств. Каждая поправка, принятая на такой конференции большинством в две трети присут-

AMENDMENTS TO THE ANNEX OF THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, ADOPTED BY  
THE CONFERENCE OF CONTRACTING GOVERNMENTS  
ON 10 NOVEMBER 1977

AMENDEMENTS A L'ANNEXE A LA CONVENTION DE 1965  
VISANT A FACILITER LE TRAFIC MARITIME INTERNATIONAL,  
ADOPTES PAR LA CONFERENCE DES GOUVERNEMENTS CONTRACTANTS  
LE 10 NOVEMBRE 1977

AMENDMENTS TO THE ANNEX OF THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, ADOPTED BY  
THE CONFERENCE OF CONTRACTING GOVERNMENTS  
ON 10 NOVEMBER 1977

Insert in SECTION 1 - DEFINITIONS AND GENERAL PROVISIONS,  
Sub-Section A. DEFINITIONS, the following new definition after the  
definition of "Mail":

Passenger in transit A passenger who arrives by ship from  
a foreign country for the purpose of continuing his journey  
by ship or some other means of transport to a foreign  
country.

and the following new definition after the definition of "Ship's  
stores":

Shore leave Permission for a crew member to be ashore  
during the ship's stay in port within such geographical or  
time limits, if any, as may be decided by the public  
authorities.

Insert in SECTION 2 - ARRIVAL, STAY AND DEPARTURE OF THE SHIP,  
Sub-Section E. MEASURES TO FACILITATE CLEARANCE OF CARGO, PASSENGERS,  
CREW AND BAGGAGE, the following:

2.12.2 Recommended Practice. Public authorities should  
encourage owners and/or operators of cargo docks and  
warehouses to provide special storage facilities for cargo  
subject to high risk of theft, and to protect those areas  
in which cargo is to be stored, either temporarily or for  
long terms, prior to onward shipment or local delivery  
against access by unauthorized persons.

2.12.3 Standard. Public authorities shall, subject to  
compliance with their respective regulations, permit the  
temporary import of containers and pallets without payment  
of customs duties and other taxes and charges and shall  
facilitate their use in maritime traffic.

2.12.4 Recommended Practice. Public authorities should provide in their regulations, referred to in Standard 2.12.3, for the acceptance of a simple declaration to the effect that containers and pallets temporarily imported will be re-exported within the time limit set by the State concerned.

2.12.5 Recommended Practice. Public authorities should permit containers and pallets entering the territory of a State under the provisions of Standard 2.12.3 to depart the limits of the port of arrival for clearance of imported cargo and/or loading of export cargo under simplified control procedures and with a minimum of documentation.

Insert in SECTION 2 - ARRIVAL, STAY AND DEPARTURE OF THE SHIP, Sub-Section G. COMPLETION OF DOCUMENTS, the following additional sentence at the end of Standard 2.15:

Documents produced by electronic and other automatic data processing techniques, in legible and understandable form, shall be accepted.

Insert in SECTION 2 - ARRIVAL, STAY AND DEPARTURE OF THE SHIP, a new Sub-Section:

H. SPECIAL MEASURES OF FACILITATION FOR SHIPS CALLING AT PORTS IN ORDER TO PUT ASHORE SICK OR INJURED CREW MEMBERS, PASSENGERS OR OTHER PERSONS FOR EMERGENCY MEDICAL TREATMENT

2.17 Standard. Public authorities shall seek the co-operation of shipowners to ensure that, when ships intend to call at ports for the sole purpose of putting ashore sick or injured crew members, passengers or other persons for emergency medical treatment, the master shall give the public authorities as much notice as possible of that intention, with the fullest possible details of the sickness or injury and of the identity and status of the persons.

2.18 Standard. Public authorities shall by radio whenever possible, but in any case by the fastest channels available, inform the master, before the arrival of the ship, of the

documentation and the procedures necessary to put the sick or injured persons ashore expeditiously and to clear the ship without delay.

2.19 Standard. With regard to ships calling at ports for this purpose and intending to leave again immediately, public authorities shall give priority in berthing if the state of the sick person or the sea conditions do not allow a safe disembarkation in the roads or harbour approaches.

2.20 Standard. With regard to ships calling at ports for this purpose and intending to leave again immediately, public authorities shall not normally require the documents mentioned in Standard 2.1 with the exception of the Maritime Declaration of Health and, if it is indispensable, the General Declaration.

2.21 Standard. Where public authorities require the General Declaration, this document shall not contain more information than that mentioned in Recommended Practice 2.2.2 and, wherever possible, shall contain less.

2.22 Standard. Where the public authorities apply control measures related to the arrival of a ship prior to sick or injured persons being put ashore, emergency medical treatment and measures for the protection of public health shall take precedence over these control measures.

2.23 Standard. Where guarantees or undertakings are required in respect of costs of treatment or eventual removal or repatriation of the persons concerned, emergency medical treatment shall not be withheld or delayed while these guarantees or undertakings are being obtained.

2.24 Standard. Emergency medical treatment and measures for the protection of public health shall take precedence over any control measures which public authorities may apply to sick or injured persons being put ashore.

Insert in SECTION 3 - ARRIVAL AND DEPARTURE OF PERSONS,  
Sub-Section B: MEASURES TO FACILITATE CLEARANCE OF CARGO, PASSENGERS,  
CREW AND BAGGAGE, the following:

3.15.2 Recommended Practice. For use at marine terminals and on board ships in order to facilitate and expedite international maritime traffic, public authorities should implement, or where the matter does not come within their jurisdiction, recommend to the responsible parties in their country to implement, standardized international signs and symbols developed or accepted by the Organization in co-operation with other appropriate international organizations and which, to the greatest extent practicable, are common to all modes of transport.

Insert in SECTION 3 - ARRIVAL AND DEPARTURE OF PERSONS, after Recommended Practice 3.16.16, a new Sub-Section:

D. SPECIAL MEASURES OF FACILITATION FOR PASSENGERS  
IN TRANSIT

3.17.1 Standard. A passenger in transit who remains on board the ship on which he arrived and departs with it shall not normally be subjected to routine control by public authorities.

3.17.2 Recommended Practice. A passenger in transit should be allowed to retain his passport or other identity document.

3.17.3 Recommended Practice. A passenger in transit should not be required to complete a Disembarkation/Embarkation Card.

3.17.4 Recommended Practice. A passenger in transit who is continuing his journey from the same port in the same ship should normally be granted temporary permission to go ashore during the ship's stay in port if he so wishes.

3.17.5 Recommended Practice. A passenger in transit who is continuing his journey from the same port in the same ship should not be required to have a visa, except in special circumstances determined by the public authorities concerned.

3.17.6 Recommended Practice. A passenger in transit who is continuing his journey from the same port in the same ship should not normally be required to give a written Customs Declaration.

3.17.7 Recommended Practice. A passenger in transit who leaves the ship at one port and embarks in the same ship at a different port in the same country should enjoy the same facilities as a passenger who arrives and departs in the same ship at the same port.

Insert in SECTION 3 - ARRIVAL AND DEPARTURE OF PERSONS, after Recommended Practice 3.17.7, a new Sub-Section:

E. MEASURES OF FACILITATION FOR SHIPS ENGAGED IN SCIENTIFIC SERVICES

3.18 Recommended Practice. A ship engaged in scientific services carries personnel who are necessarily engaged on the ship for such scientific purposes of the voyage. If so identified, such personnel should be granted facilities at least as favourable as those granted to the crew members of that ship.

Insert in SECTION 3 - ARRIVAL AND DEPARTURE OF PERSONS, after Recommended Practice 3.18, a new Sub-Section:

F. FURTHER MEASURES OF FACILITATION FOR FOREIGNERS BELONGING TO THE CREWS OF SHIPS ENGAGED IN INTERNATIONAL VOYAGES - SHORE LEAVE

3.19 Standard. Foreign crew members shall be allowed ashore by the public authorities while the ship on which they arrive is in port, provided that the formalities on arrival of the ship have been fulfilled and the public authorities have no reason to refuse permission to come ashore for reasons of public health, public safety or public order.

3.19.1 Standard. Crew members shall not be required to hold a visa for the purpose of shore leave.

3.19.2 Recommended Practice. Crew members before going on or returning from shore leave should not normally be subjected to personal checks.

3.19.3 Standard. Crew members shall not be required to have a special permit, e.g. a shore leave pass, for the purpose of shore leave.

3.19.4 Recommended Practice. If crew members are required to carry documents of identity with them when they are on shore leave, these documents should be limited to those mentioned in Standard 3.10.

Insert in SECTION 5 - MISCELLANEOUS PROVISIONS, a new Sub-Section:

F. NATURAL DISASTER RELIEF WORK

5.11 Standard. Public authorities shall facilitate the arrival and departure of vessels engaged in natural disaster relief work.

5.12 Standard. Public authorities shall to the greatest extent possible facilitate the entry and clearance of persons and cargo arriving in vessels referred to in Standard 5.11.

Upgrade the following Recommended Practices to Standards:

2.3.2  
2.7.6  
2.11.1  
3.12  
3.15.1  
4.1  
4.4.1  
4.9  
5.4.1

Insert in Recommended Practice 4.1 "International Health Regulations" in place of "International Sanitary Regulations".

Insert in Recommended Practice 4.2 "Article 98 of the International Health Regulations" in place of "Article 104 of the International Sanitary Regulations".

Certified true copy of the text of the Amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965 adopted by the Conference of Contracting Governments to Amend the Annex to the Convention on Facilitation of International Maritime Traffic, 1965 held in London from 10 to 14 November 1977, the original of which is deposited with the Secretary-General of the Inter-Governmental Maritime Consultative Organization.

Copie certifiée conforme du texte des amendements à l'Annexe à la Convention de 1965 visant à faciliter le trafic maritime international, adoptés par la Conférence des Gouvernements Contractants chargée de modifier l'Annexe à la Convention de 1965 visant à faciliter le trafic maritime international tenue à Londres du 10 au 14 novembre 1977, dont l'original est déposé auprès du Secrétaire général de l'Organisation intergouvernementale consultative de la navigation maritime.

For the Secretary-General of the Inter-Governmental Maritime Consultative Organization

Pour le Secrétaire général de l'Organisation intergouvernementale consultative de la navigation maritime



London,  
Londres, le

20. V. 82



AMENDMENTS TO THE ANNEX TO  
THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED,  
ADOPTED BY THE CONFERENCE OF CONTRACTING GOVERNMENTS  
ON 5 MARCH 1986

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AMENDEMENTS A L'ANNEXE DE LA  
CONVENTION DE 1965 VISANT A FACILITER LE  
TRAFIC MARITIME INTERNATIONAL, TELLE QUE MODIFIEE, ADOPTES  
PAR LA CONFERENCE DES GOUVERNEMENTS CONTRACTANTS  
LE 5 MARS 1986



AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED,  
ADOPTED BY THE CONFERENCE OF CONTRACTING  
GOVERNMENTS ON 5 MARCH 1986

Section 1A - Definitions

The following definitions are inserted:

"Document. Data carrier with data entries.

Data carrier. Medium designed to carry records of data entries."

Section 1B - General Provisions

After the present Standard 1.1 new Recommended Practice 1.1.1 is added to read:

"1.1.1 Recommended Practice. Public authorities should take into account the facilitation implications which may result from the introduction of automatic data processing and transmission techniques, and should consider these in collaboration with shipowners and all other interested parties.

Existing information requirements and control procedures should be simplified, and attention should be given to the desirability of obtaining compatibility with other relevant information systems."

Section 2B - Contents and Purpose of Documents

Standard 2.2.3 is amended to read:

"2.2.3 Standard. Public authorities shall accept a General Declaration either dated and signed by the master, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned."

Standard 2.3.3 is amended to read:

"2.3.3 Standard. Public authorities shall accept a Cargo Declaration either dated and signed by the master, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned."



Section 2B - Contents and Purpose  
of Documents  
(continued)

Recommended Practice 2.3.4 is amended to read:

"2.3.4 Recommended Practice. Public authorities should accept in place of the Cargo Declaration a copy of the ship's manifest provided it contains all the information required in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 and is dated and signed or authenticated in accordance with Standard 2.3.3.

As an alternative, public authorities may accept a copy of the bill of lading signed or authenticated in accordance with Standard 2.3.3 or certified as a true copy, if the nature and quantity of cargo make this practicable and provided that any information in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 which does not appear in such documents is also furnished elsewhere and duly certified."

Standard 2.4.1 is amended to read:

"2.4.1 Standard. Public authorities shall accept a Ship's Stores Declaration either dated and signed by the master or by some other ship's officer duly authorized by the master and having personal knowledge of the facts regarding the ship's stores, or authenticated in a manner acceptable to the public authority concerned."

The first sentence of Standard 2.5.1 is amended to read:

"2.5.1 Standard. Public authorities shall accept a Crew's Effects Declaration either dated and signed by the master or by some other ship's officer duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned. ...."

Standard 2.6.2 is amended to read:

"2.6.2 Standard. Public authorities shall accept a Crew List either dated and signed by the master or by some other ship's officer duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned."



Section 2B - Contents and Purpose  
of Documents  
(continued)

New Standard 2.6.3 is added to read:

"2.6.3 Standard. Public authorities shall not normally require a Crew List to be submitted on each call in cases where a ship, serving in a scheduled programme, calls again at the same port at least once within 14 days and when there has been no change in the crew, in which case a statement of "No Change" shall be presented in a manner acceptable to the public authorities concerned."

New Recommended Practice 2.6.4 is added to read:

"2.6.4 Recommended Practice. Under the circumstances mentioned in Standard 2.6.3 but where minor changes in the crew have taken place, public authorities should not normally require a new, full Crew List to be submitted but should accept the existing Crew List with the changes indicated."

Recommended Practice 2.7.4 is amended to read:

"2.7.4 Recommended Practice. A list compiled by shipping companies for their own use should be accepted in place of the Passenger List, provided it contains at least the information required in accordance with Recommended Practice 2.7.3 and is dated and signed or authenticated in accordance with Standard 2.7.5."

Standard 2.7.5 is amended to read:

"2.7.5 Standard. Public authorities shall accept a Passenger List either dated and signed by the master, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned."

Section 2E - Measures to  
facilitate clearance  
of cargo, passengers,  
crew and luggage

After the present Recommended Practice 2.12.1 new Recommended Practice 2.12.2 is added to read:

"2.12.2 Recommended Practice. Contracting Governments should facilitate the temporary admission of specialized cargo handling equipment arriving by ships and used on shore at ports of call for loading, unloading and handling cargo."



Existing Recommended Practice 2.12.2 is renumbered 2.12.3

Existing Standard 2.12.3 is renumbered 2.12.4

Existing Recommended Practice 2.12.4 is renumbered 2.12.5 and the reference therein is changed from "Standard 2.12.3" to "Standard 2.12.4"

Existing Recommended Practice 2.12.5 is renumbered 2.12.6 and the reference therein is changed from "Standard 2.12.3" to "Standard 2.12.4"

Section 2G - Completion of documents

Standard 2.15 is amended to read:

"2.15 Standard. Public authorities shall accept information conveyed by any legible and understandable medium, including documents handwritten in ink or indelible pencil or produced by automatic data processing techniques."

New Standard 2.15.1 is added to read:

"2.15.1 Standard. Public authorities shall accept a signature, when required, in handwriting, in facsimile, perforated, stamped, in symbols, or made by any other mechanical or electronic means, if such acceptance is not inconsistent with national laws. The authentication of information submitted on non-paper media shall be in a manner acceptable to the public authority concerned."

Section 5B - Errors in documentation and penalties therefor

Standard 5.3 is amended to read:

"5.3 Standard. If errors are found in documents provided for in this Annex, which have been signed by or on behalf of a shipowner or master, or otherwise authenticated, no penalties shall be imposed until an opportunity has been given to satisfy the public authorities that the errors were inadvertent, not of a serious nature, not due to recurrent carelessness and not made with intent to violate laws or regulations."

In Standards 2.3.2, 2.7.6, 2.11.1, 3.12, 3.15.1, 4.1, 4.4.1, 4.9 and 5.4.1 the word "should" is replaced by the word "shall".




Certified true copy of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted by the Conference of Contracting Governments to amend the Annex to the Convention on Facilitation of International Maritime Traffic, 1965 held in London from 5 to 7 March 1986 the original of which is deposited with the Secretary-General of the International Maritime Organization.

Copie certifiée conforme du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés par la Conférence des Gouvernements contractants chargée de modifier l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international tenue à Londres du 5 au 7 mars 1986 dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization:

Pour le Secrétaire général de  
l'Organisation maritime internationale :



London,

Londres, le

24. III. 86



1987 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 1987 A L'ANNEXE DE LA  
CONVENTION DE 1965 VISANT A FACILITER LE  
TRAFIC MARITIME INTERNATIONAL,  
TELLE QUE MODIFIEE



RESOLUTION FAL.1(17)  
adopted on 17 September 1987

ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its seventeenth session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, amendments to Standards 5.11 and 5.12 and Recommended Practices 2.3.4, 2.6.1 and 5.4 of the Annex to the Convention, the texts of which are given in the Annex to the present resolution;
2. NOTES that in accordance with article VII(2)(b) of the Convention, the above-mentioned amendments shall enter into force on 1 January 1989 unless, prior to 1 October 1988, at least one third of the Contracting Governments to the Convention have notified the Secretary-General in writing that they do not accept the said amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments to the Convention on Facilitation of International Maritime Traffic, 1965, as amended;
4. FURTHER REQUESTS the Secretary-General to notify promptly all Signatory Governments of the adoption and entry into force of the amendments.

ANNEX

1987 AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

Recommended Practice 2.3.4 is upgraded to a Standard and amended to read:

"2.3.4 Standard. Public authorities shall accept in place of the Cargo Declaration a copy of the ship's manifest provided it contains at least the information required in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 and is signed or authenticated, and dated, in accordance with Standard 2.3.3."

A new Recommended Practice 2.3.4.1 is added to read:

"2.3.4.1 Recommended Practice. As an alternative to Standard 2.3.4, public authorities may accept a copy of the transport document signed or authenticated in accordance with Standard 2.3.3, or certified as a true copy, if the nature and quantity of cargo make this practicable and provided that any information in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 which does not appear in such documents is also furnished elsewhere and duly certified."

Recommended Practice 2.6.1 is upgraded to a Standard and amended to read:

"2.6.1 Standard. In the Crew List, public authorities shall not require more than the following information:

- name and nationality of ship
- family name
- given names
- nationality
- rank or rating
- date and place of birth
- nature and number of identity document
- port and date of arrival
- arriving from."

Recommended Practice 5.4 is amended to read:

"5.4 Recommended Practice. The normal services of public authorities at a port should be provided without charge during normal working hours. Public authorities should establish normal working hours for their services at ports consistent with the usual periods of substantial workload."

Section 5F is amended to read:

"F . EMERGENCY ASSISTANCE

5.11 Standard. Public authorities shall facilitate the arrival and departure of ships engaged in disaster relief work, the combating or prevention of marine pollution, or other emergency operations necessary to ensure maritime safety, the safety of the population or the protection of the marine environment.

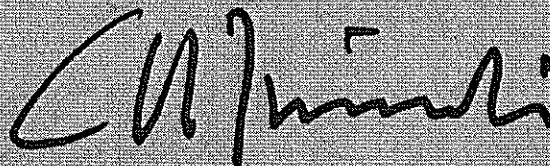
5.12 Standard. Public authorities shall, to the greatest extent possible, facilitate the entry and clearance of persons, cargo, material and equipment required to deal with situations described in Standard 5.11."

Certified true copy of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the seventeenth session of the Facilitation Committee of the International Maritime Organization on 17 September 1987 in conformity with article VII thereof and set out in the annex to resolution FAL.1(17) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

Copie certifiée conforme du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés à la dix-septième session du Comité de la simplification des formalités de l'Organisation maritime internationale le 17 septembre 1987, conformément à l'article VII de ladite Convention, et joints en annexe à la résolution FAL.1(17) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization:

Pour le Secrétaire général de  
l'Organisation maritime internationale :



London,

Londres, le

1. II. 1988

1990 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 1990 À L'ANNEXE DE LA  
CONVENTION DE 1965 VISANT À FACILITER LE  
TRAFIC MARITIME INTERNATIONAL,  
TELLE QUE MODIFIÉE

RESOLUTION FAL.2(19)

adopted on 3 May 1990

ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its nineteenth session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, amendments to section 1B. General Provisions, Standards 3.16.7 and 3.17.1 and Recommended Practices 2.12, 2.12.1, 3.9.1, 3.11 and 3.11.1 and new Recommended Practices 1.3, 2.7.6.1, 3.11.2, 3.11.3, 3.11.4, 3.11.5, 5.13 and 5.14 of the Annex to the Convention, the texts of which are set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 September 1991 unless, prior to 1 June 1991 at least one third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the amendments.

ANNEX

AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED, ADOPTED  
BY THE FACILITATION COMMITTEE ON 3 MAY 1990

Amend section 1B. GENERAL PROVISIONS to read:

"B. GENERAL PROVISIONS

In conjunction with paragraph 2 of article V of the Convention, the provisions of this Annex shall not preclude public authorities from taking such appropriate measures, including calling for further information, as may be necessary in cases of suspected fraud, or to deal with special problems constituting a grave danger to public order (ordre public), public security or public health, such as unlawful acts against the safety of maritime traffic and illicit trafficking in narcotic drugs and psychotropic substances, or to prevent the introduction or spread of disease or pests affecting animals or plants."

A new Recommended Practice 1.3 is added to read:

"1.3 Recommended Practice. Measures and procedures imposed by Contracting Governments for purposes of security or narcotics control should be efficient and, where possible, utilize advance techniques, including Automatic Data Processing (ADP). Such measures and procedures should be implemented in such a manner as to cause a minimum of interference with, and to prevent unnecessary delays to, ships and persons or property on board."

A new Recommended Practice 2.7.6.1 is added to read:

"2.7.6.1 Recommended Practice. When a stowaway has inadequate documents, public authorities should, whenever practicable and to an extent compatible with national legislation and security requirements, issue a covering letter with a photograph of the stowaway and any other important information. The letter, authorizing the return of the stowaway to the original port by any means of transportation and specifying any other conditions imposed by the authorities, should be handed over to the shipowner or operator responsible for the removal of the stowaway. This letter will include information required by the authorities at transit points and at the original point of embarkation."

Note: This recommendation is not intended to prevent public authorities from further examination of a stowaway for possible prosecution and/or deportation. Further, nothing in this recommendation is to be construed as contradicting the provisions of the United Nations Convention Relating to the Status of Refugees of 28 July 1951, which concern the prohibition of the expulsion or return of a refugee.

Recommended Practice 2.12 is amended to read:

"2.12 Recommended Practice. Public authorities should, with the co-operation of shipowners and port authorities, take appropriate measures to the end that port time may be kept to a minimum, should provide satisfactory port traffic flow arrangements, and should frequently review all procedures in connection with the arrival and departure of ships, including arrangements for embarkation and disembarkation, loading and unloading, servicing and the like and the security measures associated therewith. They should also make arrangements whereby cargo ships and their loads can be entered and cleared, in so far as may be practicable, at the ship working area."

Recommended practice 2.12.1 is amended to read:

"2.12.1 Recommended Practice. Public authorities should, with the co-operation of shipowners and port authorities, take appropriate measures to the end that satisfactory port traffic flow arrangements are provided so that handling and clearance procedures for cargo will be smooth and uncomplicated. These arrangements should cover all phases from the time the ship arrives at the dock for unloading and public authority clearance and for warehousing and reforwarding of cargo if required. There should be convenient and direct access between the cargo warehouse and the public authority clearance area which should be located close to the dock area, and mechanical conveyance should be available, where possible."

Recommended Practice 3.9.1 is amended to read:

"3.9.1 Recommended Practice. Public authorities should, wherever possible, waive inspections of accompanied baggage of departing passengers, with due regard to the possible need to impose appropriate security measures."

Recommended Practice 3.11 is amended to read:

"3.11 Recommended Practice. Public authorities should, with the co-operation of shipowners and port authorities, take appropriate measures to the end that satisfactory port traffic flow arrangements may be provided so that passengers, crew and baggage can be cleared rapidly, should provide adequate personnel, and should ensure that adequate installations are provided, particular attention being paid to baggage loading, unloading and conveyance arrangements (including the use of mechanized systems) and to points where passenger delays are frequently found to occur. Arrangements should be made, when necessary, for passage under shelter between the ship and the point where the passenger and crew check is to be made. Such arrangements and installations should be flexible and capable of expansion to meet increased security measures during higher threat situations."

Recommended Practice 3.11.1 is amended to read:

"3.11.1 Recommended Practice. Public authorities should:

- (a) in co-operation with shipowners and port authorities introduce suitable arrangements, such as:
  - (i) an individual and continuous method of processing passengers and baggage;
  - (ii) a system which would permit passengers readily to identify and obtain their checked baggage as soon as it is placed in an area where it may be claimed;
  - (iii) ensuring that facilities and services are available to meet the needs of elderly and disabled passengers;
- (b) ensure that port authorities take all necessary measures so that:
  - (i) easy and speedy access for passengers and their baggage, to and from local transport, is provided;
  - (ii) if crews are required to report to premises for governmental purposes, those premises should be readily accessible, and as close to one another as practicable."

New Recommended Practices 3.11.2, 3.11.3, 3.11.4 and 3.11.5 are added to read:

"3.11.2 Recommended Practice. Measures should be taken to ensure that all necessary information on transport and safety is readily available for passengers who have impaired hearing or vision.

3.11.3 Recommended Practice. For elderly and disabled passengers being set down or picked up at a terminal building, reserved points should be located as close as possible to main entrances. These should be clearly marked with appropriate signs. Access routes should be free of obstacles.

3.11.4 Recommended Practice. Where access to public services is limited, every effort should be made to provide accessible and reasonably priced public transportation services, by adapting current and planned services, or by providing special arrangements for passengers who have impaired mobility.

3.11.5 Recommended Practice. Provisions of suitable facilities should be made in terminals and on ships, as appropriate, to allow safe embarkation and disembarkation for elderly and disabled passengers."

Standard 3.16.7 is amended to read:

"3.16.7 Standard. In general, except for security purposes and for the purposes of establishing identity and admissibility, cruise passengers shall not be subject to personal examination by public authorities responsible for immigration control."

Standard 3.17.1 is amended to read:

"3.17.1 Standard. A passenger in transit who remains on board the ship on which he arrived and departs with it shall not normally be subjected to routine control by public authorities except for security purposes."

A new section 5G is added to read:

"G NATIONAL FACILITATION COMMITTEES

- 5.13 Recommended Practice. Each Contracting Government should, where it considers such action necessary and appropriate, establish a national maritime transport facilitation programme based on the facilitation requirements of this Annex and ensure that the objective of its facilitation programme should be to adopt all practical measures to facilitate the movement of ships, cargo, crews, passengers, mail and stores, by removing unnecessary obstacles and delays.
- 5.14 Recommended Practice. Each Contracting Government should establish a national maritime transport facilitation committee or a similar national co-ordinating body, for the encouragement of the adoption and implementation of facilitation measures, between governmental departments, agencies and other organizations concerned with, or responsible for, various aspects of international maritime traffic, as well as with port authorities, shipowners and operators.

Note: In establishing a national maritime transport facilitation committee or a similar national co-ordinating body, Contracting Governments are invited to take into account the Guidelines set out in FAL.5/Circ.2."

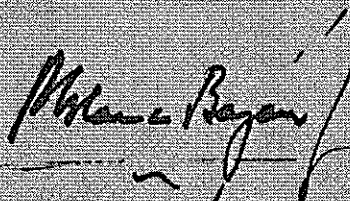
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CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the nineteenth session of the Facilitation Committee of the International Maritime Organization on 3 May 1990 in conformity with article VII thereof and set out in the annex to resolution FAL.2(19) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés à la dix-neuvième session du Comité de la simplification des formalités de l'Organisation maritime internationale le 3 mai 1990, conformément à l'article VII de ladite Convention, et joints en annexe à la résolution FAL.2(19) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary General of the  
International Maritime Organization:

Pour le Secrétaire général de  
l'Organisation maritime internationale :



London,

Londres, le

31 - V - 1990

1992 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 1992 À L'ANNEXE DE LA  
CONVENTION DE 1965 VISANT À FACILITER LE  
TRAFIC MARITIME INTERNATIONAL,  
TELLE QUE MODIFIÉE

RESOLUTION FAL.3(21)  
adopted on 1 May 1992

ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its twenty-first session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with Article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 September 1993 unless, prior to 1 June 1993 at least one third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

In Section 1, Definitions and General Provisions, add under

A. Definitions:

"Security Measures. Internationally agreed measures to improve security on board ships and in port areas to prevent unlawful acts against passengers and crews on board ships\*.

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\* Reference is made to the Convention for the Suppression of Unlawful Acts Against the Safety of Maritime Navigation, 1988 and to MSC/Circ.443 of 26 September 1986 on "Measures to prevent unlawful acts against passengers and crews on board ships."

"Transport document. Document evidencing a contract of carriage between a shipowner and a consignor, such as a sea waybill, a bill of lading or a multimodal transport document."

In Section 2, Arrival, Stay and Departure of the Ship:

Recommended Practice 2.3.1 is amended to read:

"2.3.1 Recommended Practice. In the Cargo Declaration, public authorities should not require more than the following information:

(a) on arrival

- name and nationality of the ship
- name of master
- port arrived from
- port where report is made
- marks and numbers; number and kinds of packages; quantity and description of the goods
- transport document numbers for cargo to be discharged at the port in question
- ports at which cargo remaining on board will be discharged
- original ports of shipment in respect of goods shipped under multimodal transport documents or through bills of lading

(b) on departure

- name and nationality of the ship

- name of master
- port of destination
- in respect of goods loaded at the port in question; marks and numbers; number and kind of packages; quantity and description of the goods
- transport document numbers for cargo loaded at the port in question."

The Note to Recommended Practice 2.7.6.1 is amended to read:

"Note: This recommendation is not intended to prevent public authorities from further examination of a stowaway for possible prosecution and/or deportation. Further, nothing in this recommendation is to be construed as contradicting the provisions of the United Nations Convention Relating to the Status of Refugees of 28 July 1951 and the United Nations Protocol Relating to the Status of Refugees of 31 January 1967, which concern the prohibition of the expulsion or return of a refugee."

Recommended Practice 2.12.6 is upgraded to Standard 2.12.6 and amended to read:

"2.12.6 Standard. Public authorities shall permit containers and pallets entering the territory of a State under the provisions of Standard 4.8 to depart the limits of port of arrival for clearance of imported cargo and/or loading of export cargo under simplified control procedures and with a minimum of documentation.

Standards 2.12.7 and 2.12.8 are added to read:

2.12.7 Standard. Contracting Governments shall permit the temporary importation of component parts of containers without payment of customs duties and other taxes and charges when these parts are needed for the repair of containers already admitted under the terms of Standard 4.8.

2.12.8 Standard. Public authorities shall, subject to compliance with any national prohibitions or restrictions and any required port security or narcotics control measures, grant priority clearance to live animals, perishable goods and other consignments of urgent nature."

In Section 3, Arrival, and Departure of Persons:

Recommended Practices 3.2 and 3.3 are upgraded to Standards 3.2 and 3.3 and amended to read:

"3.2 Standard. Public authorities shall make arrangements whereby passports, or official documents of identity accepted in their place, from ships' passengers need be inspected by the immigration authorities only once at the time of arrival and once at the time of departure. In addition, these passports or official documents of identity may be required to be produced for the purpose of verification or identification in connection with customs and other formalities on arrival and departure.

3.3 Standard. After individual presentation of passports or official documents of identity accepted in their place, public authorities shall hand back such documents immediately after examination rather than withholding them for the purpose of obtaining additional control, unless there is some obstacle to the admission of a passenger to the territory."

Standard 3.7 is amended to read:

"3.7 Standard. In cases where evidence of protection against yellow fever is required from persons on board a ship, public authorities shall accept the International Certificate of Vaccination or Re-Vaccination in the form provided for in the International Health Regulations."

New Recommended Practice 3.11.6 is added to read:

"3.11.6 Recommended Practice. Public authorities should consider, as a means of ensuring prompt clearance, the introduction of the dual-channel system\* for the clearance of passengers, and their baggage and private road vehicles.

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\* Reference is made to Recommended Practice 11 and appendix II of Annex F 3 of the Kyoto Convention."

Standard 3.14 is amended to read:

"3.14 Standard. Public authorities shall, without unreasonable delay, accept persons on board a ship for examination as to their admissibility into the State."

In Section 4, Public Health and Quarantine Including Sanitary Measures for Animals and Plants:

.1 Recommended Practice 4.2 is amended to read:

"4.2 Recommended Practice. Contracting Governments having certain interests in common owing to their health, geographical, social or economic conditions should conclude special arrangements pursuant to Article 85 of the International Health Regulations when such arrangements will facilitate the application of those Regulations."

In Section 5, Miscellaneous Provisions:

.1 Standard 5.9 is amended to read:

"5.9 Standard. Public authorities shall not require a shipowner to place special information for use of such authorities on a transport document or a copy thereof, unless the shipowner is or is acting for, the importer or exporter."

To Section 5, Miscellaneous Provisions, is added:

"H. ELECTRONIC DATA PROCESSING/ELECTRONIC DATA INTERCHANGE (EDP/EDI)

5.15 Recommended Practice. When introducing electronic data processing and interchange techniques to facilitate the clearance of ships, Contracting Governments should encourage public authorities and private parties concerned to exchange data electronically in conformity with international standards.

5.16 Standard. Public authorities shall accept any of the documents required for the clearance of ships, when produced by electronic data processing or interchange techniques that conform with international standards provided they contain the required information.

5.17 Standard. Public authorities, when introducing electronic data processing and interchange techniques for the clearance of ships, shall limit the information they require to that provided for in the pertinent provisions of this annex.

5.18 Recommended Practice. When planning for, introducing, or modifying electronic data processing or interchange techniques for the clearance of ships, public authorities should endeavour to:

- (a) afford all interested parties, from the outset, the opportunity for consultation;
- (b) evaluate existing procedures and eliminate those which are unnecessary;
- (c) determine those procedures which are to be computerized;
- (d) use United Nations (UN) Recommendations and relevant ISO Standards to the maximum extent practicable;
- (e) adapt these techniques for multimodal applications; and
- (f) take appropriate steps to minimize the cost of implementing these techniques to operators and other private parties.

5.19 Standard. Public authorities, when introducing electronic data processing and interchange techniques for the clearance of ships, shall encourage but not require their use by maritime operators and other parties concerned.

I. PRIVATE GIFT PACKAGES AND TRADE SAMPLES

5.20 Recommended Practice. Public authorities should provide simplified procedures for the prompt clearance of private gift packages and trade samples not exceeding a certain value or quality, which should be set at as high a level as possible.

J. CONSULAR FORMALITIES AND FEES

5.21 Standard. Contracting Governments shall not require consular formalities, charges or fees in connection with documents for the clearance of ships.

K. SUBMISSION OF PRE-IMPORT INFORMATION

5.22 Recommended Practice. Public authorities should develop procedures to allow for the submission of advance information prior to arrival of cargo in order to facilitate customs clearance.

L. CLEARANCE OF SPECIALIZED EQUIPMENT

5.23 Standard. Public authorities shall grant prompt customs clearance of specialized equipment needed to implement security measures.

M. FALSIFIED DOCUMENTS

5.24 Standard. Each Contracting Government shall ensure that the public authorities seize fraudulent, falsified or counterfeit travel documents of inadmissible persons. Such documents shall be removed from circulation and returned to the appropriate authorities when practicable. In place of a seized document, a covering letter shall be issued by the removing State and attached to it will be a photocopy of the forged travel documents, if available, as well as any important information. The covering letter and its attachment shall be handed over to the operator effecting the removal of the inadmissible person. It will serve to give information to the authorities at the transit and/or the original point of embarkation.

Note: The above Standard shall not be construed as overriding the right of the public authorities of the Contracting Governments to determine whether or not, depending on the individual case, possession of fraudulent documents in itself constitutes grounds for refusal of admission and prompt removal from the territory of the State concerned. Nothing in this Standard is to be construed as contradicting the provisions of the UN Convention Relating to the Status of Refugees of 28 July 1951 and the UN Protocol Relating to the Status of Refugees of 31 January 1967, which concern the prohibitions of the expulsion or return of a refugee."

AMENDMENTS AIMING AT THE RESTRUCTURING OF THE ANNEX TO THE FAL CONVENTION

Restructuring of sections and subsections

In Section 1, subsection "C" is added to read: "Electronic Data Processing Techniques".

In Section 2, subsection "E" is deleted and a new subsection G is added to read:

"G. Errors in documentation and penalties therefor".

Sub-heading letters "F" and "G" are amended to read "E" and "F".

In Section 3, the heading of subsection B is amended to read:

"B. Measures to facilitate clearance of passengers, crew and baggage".

In Section 3, subsection "C" is added to read:

"C. Special facilities for marine transport of elderly and disabled passengers";

Sub-heading letters "C", "D", "E" and "F" are amended to read "D", "E", "F" and "G".

Section 4 is amended to read:

"Section 5 - Public health and quarantine including sanitary measures for animals and plants"

A new Section 4 is added to read:

"Section 4 - Arrival, stay and departure of cargo and other articles"

In new Section 4, subsections are added with headings to read:

- A. General
- B. Clearance of export cargo
- C. Clearance of import cargo
- D. Containers and pallets
- E. Cargo not discharged at the port of intended destination
- F. Limitations of shipowners' responsibilities"

Section 5 is amended to read:

"Section 6 - Miscellaneous provisions"

In the new Section 6, subsections B, D, E, H, I, J, K, L and M are deleted.

Sub-heading letters C, F and G are amended to read B, C and D.

Rearrangement of Standards and Recommended Practices into subsections

In Section 1, subsection B is to include:

Standard 1.1; and

Recommended Practices 1.1.1, 1.2 and 1.3.

In Section 1, subsection C is to include:

Standards 5.16, 5.17 and 5.19; and

Recommended Practices 5.15 and 5.18.

In Section 2, subsection A is to include:

Standards 2.1 and 5.21.

In Section 2, subsection B is to include:

Standards 2.2, 2.2.3, 2.3, 2.3.2, 2.3.3, 2.3.4, 2.4, 2.4.1, 2.5, 2.5.1, 2.6, 2.6.1, 2.6.2, 2.6.3, 2.7, 2.7.5, 2.7.6, 2.8 and 2.9; and

Recommended Practices 2.2.1, 2.2.2, 2.3.1, 2.3.4.1, 2.3.5, 2.5.2, 2.6.4, 2.7.1, 2.7.2, 2.7.3, 2.7.4, and 2.7.6.1.

In Section 2, subsection C is to include:

Standard 2.10.

In Section 2, subsection D is to include:

Standards 2.11, 2.11.1 and 2.11.3; and  
Recommended Practice 2.11.2.

In Section 2, subsection E is to include:

Recommended Practice 2.13.

In Section 2, subsection F is to include:

Standards 2.15, 2.15.1 and 2.16; and  
Recommended Practice 2.14.

In Section 2, subsection G is to include:

Standards 5.2 and 5.3.

In Section 2, subsection H is to include:

Standards 2.17, 2.18, 2.19, 2.20, 2.21, 2.22, 2.23 and 2.24.

In Section 3, subsection A is to include:

Standards 3.1, 3.2, 3.3, 5.24, 3.7, 3.10, 3.10.1  
and 3.10.2; and

Recommended Practices 3.1.1, 3.4, 3.5, 3.6, 3.8, 3.9, 3.9.1, 3.9.2  
and 3.10.3.

In Section 3, subsection B is to include:

Standards 3.12, 3.14, 3.15 and 3.15.1; and

Recommended Practices 3.11, 3.11.1, 3.11.6, 3.13 and 3.15.2.

In Section 3, subsection C is to include:

Recommended Practices 3.11.2, 3.11.3, 3.11.4 and 3.11.5.

In Section 3, subsection D is to include:

Standards 3.16.1, 3.16.2, 3.16.3, 3.16.4, 3.16.6, 3.16.7, 3.16.8,  
3.16.12, 3.16.13, and 3.16.15; and

Recommended Practices 3.16.5, 3.16.9, 3.16.10, 3.16.11, 3.16.14 and  
3.16.16.

In Section 3, subsection E is to include:

Standard 3.17.1; and

Recommended Practices 3.17.2, 3.17.3, 3.17.4, 3.17.5, 3.17.6  
and 3.17.7.

In Section 3, subsection F is to include:

Recommended Practice 3.18.

In Section 3, subsection G is to include:

Standards 3.19, 3.19.1 and 3.19.3; and

Recommended Practices 3.19.2 and 3.19.4.

In Section 4, subsection A is to include:

Recommended Practices 2.12, 2.12.1, 2.12.3 and 5.20.

In Section 4, subsection C is to include:

Standard 2.12.8; and

Recommended Practices 2.12.2 and 5.22.

In Section 4, subsection D is to include:

Standards 2.12.4, 2.12.6, and 2.12.7; and

Recommended Practice 2.12.5.

In Section 4, subsection E is to include:

Standards 5.7 and 5.8.

In Section 4, subsection F is to include:

Standards 5.9 and 5.10.

Section 5 is to include:

Standards 4.1, 4.4.1, 4.5, 4.7, 4.9 and 4.10; and

Recommended Practices 4.2, 4.3, 4.4, 4.6, 4.8, and 4.11.

In Section 6, subsection A is to include:

Recommended Practice 5.1.

In Section 6, subsection B is to include:

Standards 5.4.1, 5.4.2 and 5.5; and

Recommended Practices 5.4, 5.4.3 and 5.6.

In Section 6, subsection C is to include:

Standards 5.11, 5.12 and 5.23.

In Section 6, subsection D is to include:

Recommended Practices 5.13 and 5.14.

Renumbering of "Standards" and "Recommended Practices"

Recommended Practice 5.15 is amended to read 1.4  
Standard 5.16 is amended to read 1.5  
Standard 5.17 is amended to read 1.6  
Recommended Practice 5.18 is amended to read 1.7  
Standard 5.19 is amended to read 1.8

Standard 5.21 is amended to read 2.1.1  
Standard 5.2 is amended to read 2.17  
Standard 5.3 is amended to read 2.18  
Standard 2.17 is amended to read 2.19  
Standard 2.18 is amended to read 2.20  
Standard 2.19 is amended to read 2.21  
Standard 2.20 is amended to read 2.22  
Standard 2.21 is amended to read 2.23  
Standard 2.22 is amended to read 2.24  
Standard 2.23 is amended to read 2.25  
Standard 2.24 is amended to read 2.26

Standard 5.24 is amended to read 3.3.1  
Recommended Practice 3.11.6 is amended to read 3.11.2  
Recommended Practice 3.11.2 is amended to read 3.16  
Recommended Practice 3.11.3 is amended to read 3.17  
Recommended Practice 3.11.4 is amended to read 3.18  
Recommended Practice 3.11.5 is amended to read 3.19  
Standard 3.16.1 is amended to read 3.20  
Standard 3.16.2 is amended to read 3.21  
Standard 3.16.3 is amended to read 3.22  
Standard 3.16.4 is amended to read 3.23  
Recommended Practice 3.16.5 is amended to read 3.24  
Standard 3.16.6 is amended to read 3.25  
Standard 3.16.7 is amended to read 3.26  
Standard 3.16.8 is amended to read 3.27  
Recommended Practice 3.16.9 is amended to read 3.28  
Recommended Practice 3.16.10 is amended to read 3.29  
Recommended Practice 3.16.11 is amended to read 3.30  
Standard 3.16.12 is amended to read 3.31  
Standard 3.16.13 is amended to read 3.32  
Recommended Practice 3.16.14 is amended to read 3.33  
Standard 3.16.15 is amended to read 3.34  
Recommended Practice 3.16.16 is amended to read 3.35  
Standard 3.17.1 is amended to read 3.36  
Recommended Practice 3.17.2 is amended to read 3.37  
Recommended Practice 3.17.3 is amended to read 3.38  
Recommended Practice 3.17.4 is amended to read 3.39  
Recommended Practice 3.17.5 is amended to read 3.40  
Recommended Practice 3.17.6 is amended to read 3.41  
Recommended Practice 3.17.7 is amended to read 3.42

Recommended Practice 3.18 is amended to read 3.43  
Standard 3.19 is amended to read 3.44  
Standard 3.19.1 is amended to read 3.45  
Recommended Practice 3.19.2 is amended to read 3.46  
Standard 3.19.3 is amended to read 3.47  
Recommended Practice 3.19.4 is amended to read 3.48

Recommended Practice 2.12 is amended to read 4.1  
Recommended Practice 2.12.1 is amended to read 4.2  
Recommended Practice 2.12.3 is amended to read 4.3  
Recommended Practice 5.20 is amended to read 4.4  
Standard 2.12.8 is amended to read 4.5  
Recommended Practice 2.12.2 is amended to read 4.6  
Recommended Practice 5.22 is amended to read 4.7  
Standard 2.12.4 is amended to read 4.8  
Recommended Practice 2.12.5 is amended to read 4.9  
Standard 2.12.6 is amended to read 4.10  
Standard 2.12.7 is amended to read 4.11  
Standard 5.7 is amended to read 4.12  
Standard 5.8 is amended to read 4.13  
Standard 5.9 is amended to read 4.14  
Standard 5.10 is amended to read 4.15

Standard 4.1 is amended to read 5.1  
Recommended Practice 4.2 is amended to read 5.2  
Recommended Practice 4.3 is amended to read 5.3  
Recommended Practice 4.4 is amended to read 5.4  
Standard 4.4.1 is amended to read 5.4.1  
Standard 4.5 is amended to read 5.5  
Recommended Practice 4.6 is amended to read 5.6  
Standard 4.7 is amended to read 5.7  
Recommended Practice 4.8 is amended to read 5.8  
Standard 4.9 is amended to read 5.9  
Standard 4.10 is amended to read 5.10  
Recommended Practice 4.11 is amended to read 5.11

Recommended Practice 5.1 is amended to read 6.1  
Recommended Practice 5.4 is amended to read 6.2  
Standard 5.4.1 is amended to read 6.3  
Standard 5.4.2 is amended to read 6.4  
Recommended Practice 5.4.3 is amended to read 6.5  
Standard 5.5 is amended to read 6.6  
Recommended Practice 5.6 is amended to read 6.7  
Standard 5.11 is amended to read 6.8  
Standard 5.12 is amended to read 6.9  
Standard 5.23 is amended to read 6.10  
Recommended Practice 5.13 is amended to read 6.11  
Recommended Practice 5.14 is amended to read 6.12

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CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the twenty-first session of the Facilitation Committee of the International Maritime Organization on 1 May 1992 in conformity with article VII thereof and set out in the annex to resolution FAL.3(21) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés à la vingt-et-unième session du Comité de la simplification des formalités de l'Organisation maritime internationale le 1er mai 1992, conformément à l'article VII de ladite Convention, et joints en annexe à la résolution FAL.3(21) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization:

Pour le Secrétaire général de  
l'Organisation maritime internationale :



London,

Londres, le

28. V . 92

1993 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 1993 À L'ANNEXE DE LA  
CONVENTION DE 1965 VISANT À FACILITER LE  
TRAFIC MARITIME INTERNATIONAL,  
TELLE QUE MODIFIÉE

RESOLUTION FAL.4(22)  
adopted on 29 April 1993

ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its twenty-second session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, amendments to the Convention, the text of which is set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 September 1994 unless, prior to 1 June 1994, at least one third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General, in conformity with article VII(4) of the Convention, to notify all signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

AMENDMENTS TO THE ANNEX TO THE FAL CONVENTION

1 Section 2 - ARRIVAL, STAY AND DEPARTURE OF THE SHIP:

- .1 Recommended Practice 2.3.5 is upgraded to Standard 2.3.5 and amended to read:

"2.3.5 Standard. Public authorities shall allow unmanifested parcels in possession of the master to be omitted from the Cargo Declaration provided that particulars of these parcels are furnished separately.

Note: Particulars of unmanifested parcels should be furnished on a separate form and should include relevant parts of the information normally shown in the Cargo Declaration. The IMO Cargo Declaration form could be used, with the title amended, e.g. to read: "Unmanifested Parcels List".

- .2 Recommended Practice 2.7.6.1 is amended to read:

"2.7.6.1 Recommended Practice. When a stowaway has inadequate documents, public authorities should, whenever practicable and to an extent compatible with national legislation and security requirements, issue a covering letter with a photograph of the stowaway and any other important information. The letter, authorizing the return of the stowaway either to his country of origin or to the point where the stowaway commenced his journey, as appropriate, by any means of transportation and specifying any other conditions imposed by the authorities, should be handed over to the operator effecting the removal of the stowaway. This letter will include information required by the authorities at transit points and/or the point of disembarkation.

Note: This recommendation is not intended to prevent public authorities from further examination of a stowaway for possible prosecution and/or deportation. Further, nothing in this recommendation is to be construed as contradicting the provisions of the United Nations Convention relating to the Status of Refugees of 28 July 1951 and the United Nations Protocol relating to the Status of Refugees of 31 January 1967 which concern the prohibition of the expulsion or return of a refugee."

2 Section 4 - ARRIVAL, STAY AND DEPARTURE OF CARGO AND OTHER ARTICLES:

.1 Recommended Practice 4.9 is amended to read:

"4.9 Recommended Practice. Public authorities should provide in their regulations, referred to in Standard 4.8, for the acceptance of a simple declaration to the effect that containers and pallets temporarily imported will be re-exported within the time-limit set by the State concerned."

.2 Standard 4.10 is amended to read:

"4.10 Standard. Public authorities shall permit containers and pallets entering the territory of a State under the provisions of Standard 4.8 to depart the limits of the port of arrival for clearance of imported cargo and/or loading of export cargo under simplified control procedures and with a minimum of documentation."

CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the twenty-second session of the Facilitation Committee of the International Maritime Organization on 29 April 1993 in conformity with article VII thereof and set out in the annex to resolution FAL.4(22) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés à la vingt-deuxième session du Comité de la simplification des formalités de l'Organisation maritime internationale le 29 avril 1993, conformément à l'article VII de ladite Convention, et joints en annexe à la résolution FAL.4(22) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization:

Pour le Secrétaire général de  
l'Organisation maritime internationale :

London,  
Londres, le

1 - VI - 1993

**1996 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED**

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**AMENDEMENTS DE 1996 À L'ANNEXE  
DE LA CONVENTION DE 1965 VISANT À FACILITER  
LE TRAFIC MARITIME INTERNATIONAL,  
TELLE QUE MODIFIÉE**

**RESOLUTION FAL.5(24)**

adopted on 11 January 1996

**ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its twenty-fourth session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 May 1997 unless, prior to 1 February 1997 at least one third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

**AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION  
OF INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

- 1 Section 2 - ARRIVAL, STAY AND DEPARTURE OF THE SHIP:
  - .1 Recommended Practice 2.7.4 is amended to read:

"2.7.4 **Recommended Practice.** A list compiled by the shipowners for their own use should be accepted in place of the Passenger List, provided it contains at least the information required in accordance with Recommended Practice 2.7.3 and is dated and signed or authenticated in accordance with Standard 2.7.5."
  - .2 A new note is added to Standard 2.7.6, which reads:

"Note: Notification of stowaways can be made, for example, by a notation in the "Remarks" area of the General Declaration or by using a Passenger or a Crew List, with the title amended to "stowaway list"."
- 2 Section 6 - MISCELLANEOUS PROVISIONS:

Recommended practice 6.12 is amended to read:

"6.12 **Recommended Practice.** Each Contracting Government should establish a national maritime transport facilitation committee or a similar national co-ordinating body, for the encouragement of the adoption and implementation of facilitation measures, between governmental departments, agencies and other organizations concerned with, or responsible for, various aspects of international maritime traffic, as well as port authorities and shipowners

Note: In establishing a national maritime transport facilitation committee or a similar national co-ordinating body, Contracting Governments are invited to take into account the guidelines set out in FAL.5/Circ.2."
- 3 Section 4 - PRE-IMPORT INFORMATION:

Recommended Practice 4.7 is amended to read:

"4.7 **Recommended Practice.** Public authorities should develop procedures, which may include electronic data interchange (EDI), to allow for the submission of advance information prior to arrival of cargo to enable selectivity techniques, including risk analysis to be used to facilitate customs clearance "

4 Section 3 - CRUISE PASSENGERS

Standard 3.32 is amended to read:

"3.32 Standard. "Cruise passengers shall not normally be required to provide a written declaration for their personal effects. However, in the case of articles which involve a high amount of customs duties and other taxes and charges, a written declaration and a security may be required"."

5 Section 3 - INADMISSIBLE PERSONS

New Standards are added to read:

- .1 "3.3.2 Standard. Contracting Governments shall accept for examination a person being returned from his point of disembarkation after having been found inadmissible if this person had embarked in their territory. Contracting Governments shall not return such a person to the country where he was earlier found to be inadmissible.

Note 1: This provision is not intended to prevent public authorities from further examining a returned inadmissible person to determine his eventual acceptability in the State or make arrangements for his transfer, removal or deportation to a State of which he is a national or where he is otherwise acceptable. Where a person who has been found to be inadmissible has lost or destroyed his travel document, a Contracting Government will accept instead a document attesting to the circumstances of embarkation and arrival issued by the public authorities of the Contracting Government where the person was found to be inadmissible.

Note 2: Nothing in this Standard or in Note 1 is to be construed as contradicting the provisions of the United Nations Convention Relating to the Status of Refugees of 28 July 1951 and the United Nations Protocol Relating to the Status of Refugees of 31 January 1967, which concern the prohibition of the expulsion or return of a refugee."

- .2 "3.3.3 Standard. The obligation of a shipowner to transport any person away from the territory of a State shall terminate from the moment such a person has been definitely admitted into that State."
- .3 "3.3.4 Standard. Contracting Governments and shipowners shall co-operate, where practicable, to establish the validity and authenticity of passports and visas."

6 Section 3 - IMMIGRATION PRE-ARRIVAL CLEARANCE

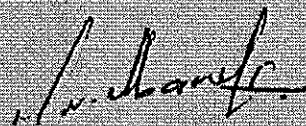
A new Recommended Practice is added to read:

"3.49 **Recommended Practice.** Public authorities should provide a system of pre-arrival clearance to allow the crew of ships which call regularly at their ports to obtain advance approval for temporary shore leave. Where a ship has no adverse immigration record and is locally represented by a shipowner or a reputable agent of the shipowner, the public authorities should normally, after satisfactory consideration of such pre-arrival particulars as they may require, permit the ship to proceed directly to its berth and be subject to no further routine immigration formalities, unless otherwise required by the public authorities."

CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the twenty-fourth session of the Facilitation Committee of the International Maritime Organization on 11 January 1996 in conformity with article VII thereof and set out in the annex to resolution FAL.5(24) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention de 1965 visant à faciliter le trafic maritime international, telle que modifiée, adoptés à la vingt-quatrième session du Comité de la simplification des formalités de l'Organisation maritime internationale le 11 janvier 1996 conformément à l'article VII de ladite Convention, et joints en annexe à la résolution FAL.5(24) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization.



Pour le Secrétaire général  
de l'Organisation maritime internationale :

London,

Londres, le

29.1.1996

1999 AMENDMENTS TO THE  
ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 1999 À L'ANNEXE  
DE LA CONVENTION VISANT À FACILITER  
LE TRAFIC MARITIME INTERNATIONAL, 1965,  
TELLE QUE MODIFIÉE

**RESOLUTION FAL.6(27)**

**Adopted on 9 September 1999**

**ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

**THE FACILITATION COMMITTEE,**

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its twenty-seventh session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. **ADOPTS**, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the annex to the present resolution;
2. **DETERMINES**, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 January 2001 unless, prior to 1 October 2000 at least one-third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. **REQUESTS** the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the annex to all Contracting Governments;
4. **FURTHER REQUESTS** the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

AMENDMENTS TO THE ANNEX TO THE FAL  
CONVENTION, AS AMENDED

Section 1 - Definitions and general provisions

C. Electronic data-processing techniques

1 Upgrade Recommended Practice 1.4 to a Standard and amend the text as follows:

"1.4 Standard. When introducing electronic data interchange (EDI) techniques to facilitate clearance processes, Contracting Governments shall encourage public authorities and other parties concerned (shipowners, handling companies, seaports, and/or cargo agents, etc.) to exchange data in conformity with the relevant UN standards, including UN Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT) standards."

2 Amend existing Standard 1.5 as follows:

"1.5 Standard. Public authorities shall accept any of the documents required for clearance processes in paper form, when produced by data processing techniques on plain paper, provided that they are legible, conform to the layout of the documents in the FAL Convention and contain the required information."

3 Amend existing Standard 1.6 as follows:

"1.6 Standard. Public authorities, when introducing electronic data interchange (EDI) techniques for clearance processes, shall limit the information they require from shipowners and other parties concerned to that required by the FAL Convention."

4 Amend the opening clause of Recommended Practice 1.7 as follows:

"1.7 Recommended Practice. When planning for, introducing or modifying electronic data interchange (EDI) techniques for clearance processes, public authorities should:"

5 Amend existing Standard 1.8 as follows:

"1.8 Standard. Public authorities, when introducing electronic data interchange (EDI) techniques to assist clearance processes, shall encourage their use by maritime operators and other parties concerned but shall not reduce levels of service available to operators who do not use such techniques."

6 Add a new chapter D. Illicit drug trafficking as follows:

**"D. Illicit drug trafficking**

**1.9 Recommended Practice.** Public authorities should seek to establish co-operation arrangements with shipowners and other parties concerned to improve their ability to combat drug smuggling, while providing enhanced facilitation. Such arrangements could be based on the Customs Co-operation Council\* Memoranda of Understanding and the associated guidelines.

**1.10 Standard.** Where, as part of co-operation arrangements, public authorities, shipowners, and other parties concerned are provided access to sensitive commercial and other information, the information shall be treated confidentially.

**1.11 Recommended Practice.** Public authorities should use risk analysis to improve their ability to target illicit drug movements thereby facilitating the legitimate circulation of persons and goods."

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\* Since 1994 known as the World Customs Organization.

**Section 2 - Arrival, stay and departure of the ship**

**B. Contents and purpose of documents**

- 1 In Recommended practice 2.3.1 insert the words "container identification, where appropriate;" before the words "marks and numbers" at the fifth bullet point under (a) and the fourth bullet point under (b).
- 2 Add the following note to the text of Recommended Practice 2.3.1:  
  
"Note: For the purposes of adequately describing the number and kind of packages on the cargo declaration, shipowners and other concerned parties should ensure that the external packaging unit of the goods will be used. If the goods are on pallets, the number and kind of packages on the pallet(s) should be stated. If the goods on the pallet are not packaged, the quantity and description of goods on the pallet should be used."
- 3 Amend Recommended Practice 2.5.2 as follows:  
  
"2.5.2 Recommended Practice. Public authorities should normally require particulars of only those crew's effects which would not qualify for relief from Customs duties and taxes or which are subject to prohibitions or restrictions."
- 4 Replace the text in Box 2 of FAL Form 4 by the following:  
  
"Effects ineligible for relief from Customs duties and taxes or subject to prohibitions and restrictions."

### Section 3 - Arrival and departure of persons

#### A. Arrival and departure of persons

- 1 Add a new Standard 3.3.3 and a new Recommended Practice 3.3.4 as follows:

**"3.3.3 Standard.** Before passengers and crew are accepted for examination as to their admissibility into the State, responsibility for their custody and care shall remain with the shipowner.

**3.3.4 Recommended Practice.** After acceptance of passengers and crew for examination, whether conditional or unconditional and if the persons concerned are under the physical control of the public authorities, the public authorities should be responsible for their custody and care until they are admitted for entry or are found to be inadmissible."

- 2 Renumber existing Standard 3.3.3 as 3.3.5 and add a new Standard 3.3.6 as follows:

**"3.3.6 Standard.** Where a person is found to be inadmissible, the public authorities shall, without unreasonable delay, inform the shipowner and consult the shipowner regarding the arrangements for removal. The shipowner is responsible for the costs of removal of an inadmissible person and, in the case where the person is transferred back to the custody of the shipowner, the shipowner shall be responsible for effecting his/her prompt removal to:

- the country of embarkation; or
- to any other place where the person is admissible."

- 3 Renumber existing Standard 3.3.4 as 3.3.7.

#### B. Measures to facilitate clearance of cargo, passengers, crew and baggage

- 1 Replace Standard 3.15.1 by the following:

**"3.15.1 Standard.** Public authorities shall encourage shipowners to take precautions at the point of embarkation with a view to ensuring that passengers are in possession of any control documents prescribed by the receiving or transit States."

- 2 Insert a new Standard 3.15.2 as follows:

**"3.15.2 Standard.** When a person is found to be inadmissible and is removed from the territory of the State, the shipowner shall not be precluded from recovering, from such a person, any costs arising from his inadmissibility."

- 3 Renumber existing Recommended Practice 3.15.2 as 3.15.3.

## Section 4 - Arrival, stay and departure of cargo and other articles

### A. General

- 1 Amend Recommended Practice 4.3 as follows:

**"4.3 Recommended Practice.** Public authorities should encourage owners and/or operators of marine cargo terminals to equip them with storage facilities for special cargo (e.g. valuable goods, perishable shipments, human remains, radioactive and other dangerous goods, as well as live animals), as appropriate; those areas of marine cargo terminals in which general and special cargo and mail are stored prior to shipment by sea should be protected against access by unauthorized persons at all times."

- 2 Insert a new Standard 4.4 to read as follows:

**"4.4 Standard.** A Contracting Government which continues to require export, import and transshipment licences or permits for certain types of goods shall establish simple procedures whereby such licences or permits can be obtained and renewed rapidly."

- 3 Insert a new Recommended Practice 4.5 to read as follows:

**"4.5 Recommended Practice.** When the nature of a consignment could attract the attention of different clearance agencies, e.g. Customs and veterinary or sanitary controllers, Contracting Governments should delegate authority for clearance to Customs or one of the other agencies or, where not feasible, take all necessary steps to ensure that clearance is carried out simultaneously at one place and with a minimum of delay."

- 4 Renumber existing Recommended Practice 4.4 as 4.6.

### B. Clearance of export cargo

- 1 Replace the titles "B. Clearance of export cargo" and "C. Clearance of import cargo" with: "B. Clearance of cargo".

- 2 Renumber the existing titles "D", "E" and "F" as "C", "D" and "E" respectively.

- 3 Replace existing Recommended Practice 4.7 by the following:

**"4.7 Recommended Practice.** Public authorities should develop procedures to use pre-arrival information in order to facilitate the processing of customs declarations and to permit clearance prior to the arrival of cargo."

- 4 Add the following new Standards and Recommended Practices to Section 4B:

**"4.8 Recommended Practice.** Public Authorities should provide procedures for the clearance of cargo based on the relevant provisions of and associated guidelines to the International Convention on the simplification and harmonization of Customs procedures - the Kyoto Convention.

**4.9 Standard.** Public authorities shall limit physical interventions to the minimum necessary to ensure compliance with the law by using risk assessment to target cargo for examination.

**4.10 Recommended Practice.** In so far as resources allow, public authorities should, on the basis of a valid request, conduct physical examinations of cargo, where necessary, at the point where it is loaded into its means of transport and while loading is in progress, either at the dockside or, in the case of unitized cargo, at the place where the container is loaded and sealed.

**4.11 Standard.** Public authorities shall ensure that requirements for collection of statistics do not significantly reduce the efficiency of maritime trade.

**4.12 Recommended Practice.** Public authorities should use electronic data interchange (EDI) techniques for the purposes of obtaining information in order to accelerate and simplify clearance processes."

5 Renumber existing Standards and Recommended Practices 4.5 to 4.15 accordingly.

CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the twenty-seventh session of the Facilitation Committee of the International Maritime Organization on 9 September 1999 in conformity with article VII thereof and set out in the annex to resolution FAL.6(27) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention visant à faciliter le trafic maritime international, 1965 telle que modifiée, que le Comité de la simplification des formalités de l'Organisation maritime internationale a adopté le 9 septembre 1999 à sa vingt-septième session conformément aux dispositions de l'article VII de la Convention et qui font l'objet de l'annexe de la résolution FAL.6(27) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the  
International Maritime Organization:

Pour le Secrétaire général  
de l'Organisation maritime internationale :



London,

Londres, le

30. IX. 1999



**RESOLUTION FAL.7(29)**

**Adopted on 10 January 2002**

**ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its twenty-ninth session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 May 2003 unless, prior to 1 February 2003 at least one-third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

**AMENDMENTS TO THE ANNEX TO THE FAL  
CONVENTION, AS AMENDED**

**Section 1 - Definitions and general provisions**

**A. Definitions**

1 Add the following definitions:

*"Attempted stowaway.* A person who is secreted on a ship, or in cargo which is subsequently loaded on the ship, without the consent of the shipowner or the master or any other responsible person, and who is detected on board the ship before it has departed from the port."

*"Port.* Any port, terminal, offshore terminal, ship and repair yard or roadstead which is normally used for the loading, unloading, repair and anchoring of ships, or any other place at which a ship can call."

*"Stowaway.* A person who is secreted on a ship, or in cargo which is subsequently loaded on the ship, without the consent of the shipowner or the master or any other responsible person and who is detected on board the ship after it has departed from a port, or in the cargo while unloading it in the port of arrival, and is reported as a stowaway by the master to the appropriate authorities."

**Section 2 - Arrival, stay and departure of the ship**

2 In 2.1 **Standard**, a note should be added as follows:

"Note:

The following FAL forms have been developed, as presented in Appendix 1:

- General declaration - FAL Form 1
- Cargo Declaration - FAL Form 2
- Ship's Stores Declaration - FAL Form 3
- Crew's Effects Declaration - FAL Form 4
- Crew List - FAL Form 5
- Passenger List - FAL Form 6
- Dangerous Goods Manifest - FAL Form 7."

3 Add two renumbered new paragraphs after the existing paragraph 2.7.5 as follows:

"2.8 The Dangerous Goods Manifest shall be the basic document providing public authorities with the information regarding dangerous goods.

2.8.1 In the Dangerous Goods Manifest public authorities shall not require more than the following information:

- Name of ship
- IMO number
- Nationality of ship
- Master's name
- Voyage reference
- Port of loading
- Port of discharge
- Shipping agent
- Booking/reference number
- Marks and numbers:
  - container ID. No(s).
  - vehicle Reg. No(s).
- Number and kind of packages
- Proper shipping name
- Class
- UN Number
- Packing group
- Subsidiary risk(s)
- Flashpoint (in °C, c.c.)
- Marine Pollutant
- Mass (kg) – gross/net
- EmS
- Stowage position on board"

4 Renumber existing paragraphs 2.8 to 2.26 accordingly from 2.9 to 2.27 and amend the associated footnote under paragraph 2.13.

5 Delete paragraphs 2.7.6 and 2.7.6.1 and associated notes.

6 In renumbered paragraph 2.11 **Standard**, insert a new bullet as follows:

- "• 1 copy of the Dangerous Goods Manifest"

7 In renumbered paragraph 2.12 **Standard**, insert a new bullet as follows:

- "• 1 copy of the Dangerous Goods Manifest"

8 In the footnote under paragraph 3.3.1 replace "appendix 4" by "appendix 2".

9 New Section 4 should be added as follows:

**"Section 4 – Stowaways**

**A. General Principles**

**4.1 Standard.** The provisions in this section shall be applied in accordance with international protection principles as set out in international instruments, such as the UN Convention relating to the Status of Refugees of 28 July 1951 and the UN Protocol relating to the Status of Refugees of 31 January 1967, and relevant national legislation \*

**4.2 Standard.** Public authorities, port authorities, shipowners and their representatives and shipmasters shall co-operate to the fullest extent possible in order to prevent stowaway incidents and to resolve stowaway cases expeditiously and secure that an early return or repatriation of the stowaway will take place. All appropriate measures shall be taken in order to avoid situations where stowaways must stay on board ships indefinitely.

**B. Preventive measures**

**4.3. Ship/Port preventive measures**

**4.3.1 Port/terminal authorities**

**4.3.1.1 Standard.** Contracting Governments shall ensure that the necessary infrastructure, and operational and security arrangements for the purpose of preventing persons attempting to stow away on board ships from gaining access to port installations and to ships, are established in all their ports, taking into consideration when developing these arrangements the size of the port, and what type of cargo is shipped from the port. This should be done in close co-operation with relevant public authorities, shipowners and shore-side entities, with the aim of preventing stowaway occurrences in the individual port.

**4.3.1.2 Recommended Practice.** Operational arrangements and/or security plans should, *inter alia*, address the following issues where appropriate:

- a) regular patrolling of port areas;
- b) establishment of special storage facilities for cargo subject to high risk of access of stowaways, and continuous monitoring of both persons and cargo entering these areas;
- c) inspections of warehouses and cargo storage areas;
- d) search of cargo itself, when presence of stowaways is clearly indicated;
- e) co-operation between public authorities, shipowners, masters and relevant shore-side entities in developing operational arrangements;

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\* In addition, public authorities may wish to consider the non-binding conclusion of the UNHCR Executive Committee on Stowaway Asylum-Seekers (1988, No. 53 (XXXIX))

- f) co-operation between port authorities and other relevant authorities (e.g. police, customs, immigration) in order to prevent smuggling of humans;
- g) developing and implementing agreements with stevedores and other shoreside entities operating in national ports to ensure that only personnel authorized by these entities participate in the stowing/unstowing or loading/unloading of ships or other functions related to the ships stay in port;
- h) developing and implementing agreements with stevedores and other shoreside entities to ensure that their personnel having access to the ship is easily identifiable, and a list of names of persons likely to need to board the ship in the course of their duties is provided; and
- i) encouragement of stevedores and other persons working in the port area to report to the port authorities, the presence of any persons apparently not authorised to be in the port area.

#### **4.3.2 Shipowner/Shipmaster**

**4.3.2.1 Standard.** Contracting Governments shall require that shipowners and their representatives in the port, the masters as well as other responsible persons have security arrangements in place which, as far as practicable, will prevent intending stowaways from getting aboard the ship, and, if this fails, as far as practicable, will detect them before the ship leaves port.

**4.3.2.2 Recommended Practice.** When calling at ports and during stay in ports, where there is risk of stowaway embarkation, security arrangements should at least contain the following preventive measures:

- all doors, hatches and means of access to holds or stores, which are not used during the ships stay in port should be locked;
- access points to the ship should be kept to a minimum and be adequately secured;
- areas seaward of the ship should be adequately secured;
- adequate deck watch should be kept;
- boardings and disembarkations should, where possible, be tallied by the ships crew or, after agreement with the shipmaster, by others;
- adequate means of communication should be maintained; and
- at night, adequate lighting should be maintained both inside and along the hull.

**4.3.2.3 Standard.** Contracting Governments shall require that ships entitled to fly their flag, except passenger ships, when departing from a port, where there is risk of stowaway embarkation, have undergone a thorough search in accordance with a specific plan or schedule, and with priorities given to places where stowaways might hide. Search methods, which are likely to harm secreted stowaways shall not be used.

**4.3.2.4 Standard.** Contracting Governments shall require that fumigation or sealing of ships entitled to fly their flag may not be carried out until a search which is as thorough as possible of the areas to be fumigated or sealed has taken place in order to ensure that no stowaways are present in those areas.

#### **4.3.3 National Sanctions**

**4.3.3.1 Standard.** Where appropriate, contracting Governments shall, according to their national legislation, prosecute stowaways, attempted stowaways and persons aiding stowaways in gaining access to ships.

### **C. Treatment of the stowaway while on board**

#### **4.4 General principles – Humane treatment**

**4.4.1 Standard.** Stowaway incidents shall be dealt with consistent with humanitarian principles, including those mentioned in Standard 4 .1. Due consideration must always be given to the operational safety of the ship and the safety and well being of the stowaway.

**4.4.2 Standard.** Contracting Governments shall require that shipmasters operating ships entitled to fly their flag, take appropriate measures to ensure the security, general health, welfare and safety of the stowaway while he/she is on board, including providing him/her with adequate provisioning, accommodation, proper medical attention and sanitary facilities.

#### **4.5 Work on board**

**4.5.1 Standard.** Stowaways shall not be required to work on board the ship, except in emergency situations or in relation to the stowaway's accommodation on board.

#### **4.6 Questioning and notification by the shipmaster**

**4.6.1 Standard.** Contracting Governments shall require shipmasters to make every effort to establish the identity, including nationality/citizenship of the stowaway and the port of embarkation of the stowaway, and to notify the existence of the stowaway along with relevant details to the public authorities of the first planned port of call. This information shall also be provided to the shipowner, public authorities at the port of embarkation, the flag State and any subsequent ports of call if relevant.

**4.6.2 Recommended Practice.** When gathering relevant details for notification the shipmaster should use the form as specified in appendix 3.

**4.6.3 Standard.** Contracting Governments shall instruct shipmasters operating ships entitled to fly their flag that when a stowaway declares himself/herself to be a refugee, this information shall be treated as confidential to the extent necessary for the security of the stowaway.

#### **4.7 Notification of the International Maritime Organization**

**4.7.1 Recommended Practice.** Public authorities should report all stowaway incidents to the Secretary General of the International Maritime Organization.

**D. Deviation from the planned route**

**4.8 Standard.** Public authorities shall urge all shipowners operating ships entitled to fly their flag to instruct their masters not to deviate from the planned voyage to seek the disembarkation of stowaways discovered on board the ship after it has left the territorial waters of the country where the stowaways embarked, unless:

- permission to disembark the stowaway has been granted by the public authorities of the State to whose port the ship deviates; or
- repatriation has been arranged elsewhere with sufficient documentation and permission for disembarkation; or
- there are extenuating security, health or compassionate reasons.

**E. Disembarkation and return of a stowaway**

**4.9 The State of the first port of call according to the voyage plan**

**4.9.1 Standard.** Public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall decide in accordance with national legislation whether the stowaway is admissible to that State.

**4.9.2 Standard.** Public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall allow disembarkation of the stowaway, when the stowaway is in possession of valid travel documents for return, and the public authorities are satisfied that timely arrangements have been or will be made for repatriation and all the requisites for transit fulfilled.

**4.9.3 Standard.** Where appropriate and in accordance with national legislation, public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall allow disembarkation of the stowaway when the public authorities are satisfied that they or the shipowner will obtain valid travel documents, make timely arrangements for repatriation of the stowaway, and fulfill all the requisites for transit. Public authorities shall, further, favourably consider allowing disembarkation of the stowaway, when it is impracticable to remove the stowaway on the ship of arrival or other factors exist which would preclude removal on the ship. Such factors may include, but are not limited to when:

- a case is unresolved at the time of sailing of the ship; or
- the presence on board of the stowaway would endanger the safe operation of the ship, the health of the crew or the stowaway.

**4.10 Subsequent ports of call**

**4.10.1 Standard.** When disembarkation of a stowaway has failed in the first scheduled port of call after discovery of the stowaway, public authorities of the subsequent ports of call shall examine the stowaway as for disembarkation in accordance with Standards 4.9.1, 4.9.2 and 4.9.3.

#### **4.11 State of Nationality or Right of Residence**

**4.11.1 Standard.** Public authorities shall in accordance with international law accept the return of stowaways with full nationality/citizenship status or accept the return of stowaways who in accordance with their national legislation have a right of residence in their State.

**4.11.2 Standard.** Public authorities shall, when possible, assist in determining the identity and nationality/citizenship of stowaways claiming to be a national or having a right of residence in their State.

#### **4.12 State of Embarkation**

**4.12.1 Standard.** When it has been established to their satisfaction that stowaways have embarked a ship in a port in their State, public authorities shall accept for examination such stowaways being returned from their point of disembarkation after having been found inadmissible there. The public authorities of the State of embarkation shall not return such stowaways to the country where they were earlier found to be inadmissible.

**4.12.2 Standard.** When it has been established to their satisfaction that attempted stowaways have embarked a ship in a port in their State, public authorities shall accept disembarkation of attempted stowaways, and of stowaways found on board the ship while it is still in the territorial waters or if applicable according to the national legislation of that State in the area of immigration jurisdiction of that State. No penalty or charge in respect of detention or removal costs shall be imposed on the shipowner.

**4.12.3 Standard.** When an attempted stowaway has not been disembarked at the port of embarkation he/she is to be treated as a stowaway in accordance with the regulation of this section.

#### **4.13 The flag State**

**4.13.1 Standard.** The public authorities of the flag State of the ship shall assist and co-operate with the master/shipowner or the appropriate public authority at ports of call in:

- identifying the stowaway and determining his/her nationality ;
- making representations to the relevant public authority to assist in the removal of the stowaway from the ship at the first available opportunity ;and
- making arrangements for the removal or repatriation of the stowaway.

#### **4.14 Return of stowaways**

**4.14.1 Recommended Practice.** When a stowaway has inadequate documents, public authorities should, whenever practicable and to an extent compatible with national legislation and security requirements, issue a covering letter with a photograph of the stowaway and any other important information. The letter, authorising the return of the stowaway either to his/her country of origin or to the point where the stowaway commenced his/her journey, as appropriate, by any means of transportation and specifying any other conditions imposed by the authorities, should be handed over to the operator affecting the removal of the stowaway. This letter will include information required by the authorities at transit points and/or the point of disembarkation.

**4.14.2 Recommended Practice** . Public authorities in the State where the stowaway has disembarked should contact the relevant public authorities at transit points during the return of a stowaway, in order to inform them of the status of the stowaway. In addition public authorities in countries of transit during the return of any stowaway should allow, subject to normal visa requirements and national security concerns, the transit through their ports and airports of stowaways travelling under the removal instructions or directions of public authorities of the country of the port of disembarkation.

**4.14.3 Recommended Practice.** When a port State has refused disembarkation of a stowaway that State should, without undue delay, notify the Flag State of the ship carrying the stowaway of the reasons for refusing disembarkation.

#### **4.15 Cost of return and maintenance of stowaways**

**4.15.1 Recommended practice.** The public authorities of the State where a stowaway has been disembarked should generally inform the shipowner, on whose ship the stowaway was found, or his representative, as far as practicable, of the level of cost of detention and return of the stowaway, if the shipowner is to cover these costs. In addition, public authorities should keep such costs to a minimum, as far as practicable and according to national legislation, if they are to be covered by the shipowner.

**4.15.2 Recommended Practice.** The period during which shipowners are held liable to defray costs of maintenance of a stowaway by public authorities in the State where the stowaway has been disembarked should be kept to a minimum.

**4.15.3 Standard.** Public authorities shall, according to national legislation, consider mitigation of penalties against ships where the master of the ship has properly declared the existence of a stowaway to the appropriate authorities in the port of arrival, and has shown that all reasonable preventive measures had been taken to prevent stowaways gaining access to the ship.

**4.15.4 Recommended practice.** Public authorities should, according to national legislation, consider mitigation of other charges that might otherwise be applicable, when shipowners have co-operated with the control authorities to the satisfaction of those authorities in measures designed to prevent the transportation of stowaways."

10 Sections 4, 5 and 6, and corresponding paragraphs should be renumbered as sections 5, 6 and 7.

11 In renumbered paragraphs 5.16, 5.17 and 5.18 replace "Standard 4.8" by "Standard 5.15".

12 In renumbered paragraph 7.5 replace "Standard 6.2" by "Standard 7.2".

13 In renumbered paragraph 7.9 replace "Standard 6.2" by "Standard 7.8".

14 Appendices should be renumbered as follows:

- .1 Appendix 1 to be kept as Appendix 1;
- .2 Appendix 2 to become Appendix 6;
- .3 Appendix 3 to become Appendix 4;
- .4 Appendix 4 to become Appendix 2;
- .5 Appendix 5 to be kept as Appendix 5; and
- .6 Appendix 6 to become Appendix 7.

15 Add the following new Appendix 3 – *Form referred to in Recommended Practice 4.6.2*:



<i>Date of birth:</i>	<i>First language:</i>
<i>Place of birth:</i>	<i>Spoken:</i>
<i>Claimed nationality:</i>	<i>Read:</i>
<i>Home address:</i>	<i>Written:</i>
	<i>Other languages:</i>
	<i>Spoken:</i>
<i>Country of domicile:</i>	<i>Read:</i>
	<i>Written:</i>

***Other details:***

1) *Method of boarding, including other persons involved (e.g. crew, port workers, etc.), and whether the Stowaway was secreted in cargo/container or hidden in the ship:*

2) *Inventory of the Stowaway's possessions:*

3) *Statement made by the Stowaway:*

4) *Statement made by the Master (including any observations on the credibility of the information provided by the Stowaway).*

*Date(s) of Interview(s):*

*Stowaway's signature:*

*Master's signature:*

*Date:*

*Date:"*

17 At the end of Form 6 in Appendix 1 delete the entire text starting with “Example of a form...”.



2005 AMENDMENTS TO THE ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

AMENDEMENTS DE 2005 À L'ANNEXE DE LA CONVENTION VISANT  
À FACILITER LE TRAFIC MARITIME INTERNATIONAL, 1965,  
TELLE QUE MODIFIÉE



**RESOLUTION FAL.8 (32)**

**Adopted on 7 July 2005**

**ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its thirty-second session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 November 2006 unless, prior to 1 August 2006, at least one-third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

**AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965, AS AMENDED**

**Section 1 - Definitions and general provisions**

**A. Definitions**

1 The following new definitions "Customs clearance" and "Customs release" are added after the existing definition "Cruise ship":

*"Customs clearance.* Accomplishment of the customs formalities necessary to permit goods to enter home use, to be exported or to be placed under another Customs procedure.

*Customs release.* Action taken by Customs authorities to permit goods undergoing clearance to be placed at the disposal of the persons concerned."

2 The existing definition "Data carrier" is deleted.

3 In the existing definition "Document", the existing text is replaced by the following new text:

*"Document.* Information presenting data by electronic means or by non-electronic means."

4 The following new definition "Estimated time of arrival" is added after the definition "Document":

*"Estimated time of arrival (ETA).* Time when a ship estimates it will arrive at the pilot station serving a port or, when it expects to enter a specific location in the port area, where port regulations apply."

5 The existing definition "Mail" is deleted.

6 The following new definition "Manifest" is added after the new definition "Estimated time of arrival (ETA)":

*"Manifest.* Document recapitulating the various data from bills of lading and other transport documents issued for the carriage of goods on board ships."

7 In the existing definition "Passengers' accompanied baggage", the words "of goods" are added after the words "contract of carriage".

8 The following new definition "Postal items" is added after the existing definition "Port":

*"Postal items.* Correspondence and other objects tendered to be carried by a ship for carriage by postal administrations and intended for delivery to postal administrations in the ship's ports of call."

9 In the existing definition “Security measures”, the existing text is replaced by the following new text:

*“Security measures.* Measures developed and implemented in accordance with international agreements to improve security on board ships, in port areas, facilities and of goods moving in the international supply chain to detect and prevent unlawful acts\*.”

10 The following new definition "Ship's documents" is added after the existing definition “Shipowner”:

*“Ship's documents.* Certificates and other documents which must be made available by a ship's master in order to demonstrate the vessel's compliance with international or national regulations.”

11 The following new definition “Temporary admission” is added after the existing definition “Stowaway”:

*“Temporary admission.* The Customs procedure under which certain goods can be brought into a Customs territory conditionally relieved, totally or partially, from payment of import duties and taxes and without application of import prohibitions or restrictions of economic character; such goods must be imported for a specific purpose and must be intended for re-exportation within a specified period and without having undergone any change except normal depreciation due to the use made of them.”

12 In the existing definition “Transport document”, the word “Document” after the title is replaced by the word “Information”.

#### **B. General provisions**

13 In the existing Standard 1.1, the following sentence is deleted:

“Where a specific list of particulars is set out in this annex, public authorities shall not require to be furnished such of those particulars as they consider not essential.”

14 In the existing Recommended Practice 1.1.1, the words “automatic data-processing and -transmission techniques” are replaced by the words “systems for the electronic exchange of information”.

15 The existing Recommended Practice 1.3 is amended to read as follows:

**“1.3 Recommended Practice.** Measures and procedures imposed by Contracting Governments for the purposes of security or preventing the trafficking of narcotics should be efficient and, where possible, use information technology. Such measures and procedures (e.g. risk management and cross-checking of information) should be implemented in such a manner as to cause a minimum of interference with, and to prevent unnecessary delays to, ships and persons or property on board.”

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\* Reference is made to the Convention for the Suppression of Unlawful Acts against the Safety of Maritime Navigation, 1988 (SUA Convention), the International Ship & Port Facility Security Code (ISPS Code) and the International Convention for the Safety of Life at Sea, 1974 (SOLAS), chapter XI-2.

**C. *Electronic data-processing techniques***

16 The existing title “C. Electronic data-processing techniques” is replaced by “Systems for the electronic exchange of information”.

17 In the existing Standard 1.4, the words “electronic data interchange (EDI) techniques” are replaced by the words “systems for the electronic exchange of information required by public authorities for the arrival, stay and departure of the ship, persons and cargo”.

18 In the existing Standard 1.6, the words “electronic data interchange (EDI) techniques” are replaced by the words “systems for the electronic exchange of information”.

19 In the existing Recommended Practice 1.7, the words “electronic data interchange (EDI) techniques” are replaced by “systems for the electronic exchange of information”.

20 In the existing Recommended Practice 1.7(e) and (f), the word “techniques” is replaced by the word “systems”.

21 The following new Recommended Practices 1.7.1 and 1.8.1 are added after the existing Recommended Practices 1.7 and 1.8 respectively:

**1.7.1 Recommended Practice.** Contracting Governments should encourage public authorities and other parties concerned to co-operate or participate directly in the development of electronic systems using internationally agreed standards with a view to enhancing the exchange of information relating to the arrival, stay and departure of ships, persons and cargo and assuring inter-operability between the systems of public authorities and other parties concerned.

**1.8.1 Recommended Practice.** Contracting Governments should encourage public authorities to introduce arrangements to enable trade and transport operators including ships to submit all the information required by public authorities in connection with the arrival, stay and departure of ships, persons and cargo, avoiding duplication, to a single entry point.”

22 In the existing Standard 1.8, the words “electronic data interchange (EDI) techniques” are replaced by the words “systems for the electronic exchange of information” and the word “techniques” is replaced by the word “systems”.

**D. *Illicit drug trafficking***

23 The existing Recommended Practice 1.11 is deleted:

24 The following new section “E - Control techniques” is added after the existing section “D – Illicit drug trafficking”:

**“E. *Control techniques***

1.11 **Standard.** Public authorities shall use risk management to enhance their border control procedures related to:

- the release/clearance of cargo;
- security requirements;
- their ability to target smuggling,

thereby facilitating the legitimate circulation of persons and goods.”

## **Section 2 – Arrival, stay and departure of the ship**

### ***A. General***

25 In the existing Standard 2.1, the new document “Dangerous Goods Manifest” is added after the existing document “Passenger List”.

26 The following new Recommended Practices 2.1.2, 2.1.3, 2.1.4 and 2.1.5 are added after the existing Standard 2.1.1:

**2.1.2 Recommended Practice.** Public authorities should develop procedures to use pre-arrival and pre-departure information in order to facilitate the processing of information required by public authorities for the expedited subsequent release/clearance of cargo and persons.

**2.1.3 Recommended Practice.** National legislation should specify the conditions for the lodgment of pre-arrival and pre departure information. With regard to the point in time of transmission of the pre-arrival information, it should not normally be set substantially before the moment the ship has left the country of departure. However, national legislation could, in addition to the basic rule, also specify the exceptions if the time required for the voyage is shorter than the basic rule.

**2.1.4 Recommended Practice.** Public authorities should not require the lodgment of a separate General Declaration, Cargo Declaration, Crew List and Passenger List if the data elements contained in these documents are included in the pre-arrival information.

**2.1.5 Recommended Practice.** Public authorities should:

- (a) develop systems for the electronic transmission of data for the lodgment of pre-arrival and pre-departure information; and
- (b) consider the re-use or subsequent use of the pre-arrival and pre-departure information in subsequent procedures as part of all the information required for the release/clearance of passengers and cargo.”

### ***B. Contents and purpose of documents***

27 In the existing Standard 2.2, the word “information” is replaced by the word “data”.

28 In the existing Recommended Practice 2.2.1, the word “a” after the words “the departure of” is replaced by the word “the”.

29 In the existing Recommended Practice 2.2.2, the word “information” is replaced by the word “data” and a new bullet “• the ship's requirements in terms of waste and residue reception facilities” is added after the existing bullet “• position of the ship in the port”. The first bullet is replaced by the words “Name, type and IMO number of ship”. In the second bullet, the word “nationality” is replaced by the words “flag State”. In the sixth bullet, the word “address” is replaced by the words “contact details”. A new bullet is added after the first one as follows: “• call sign”. A new bullet is added after the last one as follows: “• last port of call/next port of call”.

30 In the existing Standard 2.2.3, the word “a” after the words “shall accept” is replaced by the words “that the” and the word “is” is added after the words “General Declaration”.

31 In the existing Standard 2.3, the word “information” is replaced by the word “data”.

32 In the existing Recommended Practice 2.3.1, the word “data” is added after the word “following” and the words “or, if available, the HS code <sup>\*</sup>” are added at the end of the bullet “• container identification”, where appropriate; marks and numbers and kind of packages; quantity and description of the goods. A new “Note” is added after the existing “Note” as follows:

*“Note: To facilitate the processing of information required by public authorities, all parties involved should use an appropriate description of the goods and refrain from using generic terms, such as “general cargo”, “parts”, etc.”*

The first bullet in 2.3.1(a) and (b) is replaced by the words “Name and IMO number of ship”. A new bullet is added in (a) and (b), after the first one as follows: “• flag State of ship”. In the existing third bullet, the words “port arrived from” are replaced by the words “port of loading”. In the third bullet in (b), the word “destination” is replaced by the word “discharge”. A new bullet is added in (a) and (b), after the third one as follows: “• call sign”.

33 In the existing Standard 2.3.3, the word “a” after “shall accept” is replaced by the words “that the” and the word “is” is added after the words “Cargo Declaration”.

34 In the existing Recommended Practice 2.3.4.1, the word “information” is replaced by the words “data required and identified”.

35 In the existing Standard 2.4.1, the word “a” after “shall accept” is replaced by the words “that the”, and the word “is” added after the words “Stores Declaration”.

36 In the existing Standard 2.5.1, the word “a” after “shall accept” is replaced by the words “that the”, and the word “is” added after the words “Crew’s Effect Declaration”.

37 In the existing Standard 2.6, the word “providing” is replaced by the words “required by” and the words “with information” are replaced by the words “containing data”.

38 In the existing Standard 2.6.1, the word “data” is added after the word “following” and the bullet “• arriving from port” is replaced with a bullet “• last port of call”. The first bullet is replaced by the words “Name and IMO number of ship”. A new bullet is added after the first one as follows: “• flag State of ship”. A new bullet is added after the first one as follows: “• call sign”.

39 In the existing Standard 2.6.2, the word “a” after “shall accept” is replaced by the words “that the” and the word “is” is added after the words “Crew List”.

40 In the existing Standard 2.7, the word “providing” is replaced by the words “required by” and the words “with information” are replaced by the words “containing the data”.

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\* Convention on the Harmonized Commodity Description and Coding System: also known as the “Harmonized System” (HS). This international convention came into force on 1 January 1988; its objective is to establish a description and coding system for use by Customs administrations when designating commodities or commodity groups for the purposes of setting Customs tariffs and collecting statistics.

41 In the existing Recommended Practice 2.7.3, the word “information” in the first sentence is replaced by the word “data”: New bullets “• type of identity document supplied by the passenger” and “• serial number of identity document” are added after the existing bullet “• place of birth”; and a new bullet “• transit passenger or not” is added after the existing bullet “• port and date of arrival of the ship”. The first bullet is replaced by the words “Name and IMO number of ship”. A new bullet is added after the first one as follows: “• flag State of ship”. A new bullet is added after the first one as follows: “• call sign”.

42 In the existing Standard 2.7.5, the word “a” after “shall accept” is replaced by the words “that the”, and the word “is” added after the words “Passenger List”.

43 In the existing Standard 2.8.1, in the third bullet the word “Nationality” is replaced by the words “Flag State”. A new bullet is added after the first one as follows: “• Call sign”.

44 The existing Standard 2.9 is amended to read as follows:

“2.9 **Standard.** Public authorities shall not require on arrival or departure of the ship any written declaration in respect of postal items other than that prescribed in the Universal Postal Convention, provided the latter is actually produced. In the absence of such a document, the postal objects (number and weight) must be shown in the Cargo Declaration.”

45 In the existing Standard 2.10, the words “providing information” are replaced by the words “containing the data”.

#### ***D. Documents on departure***

46 In the existing Recommended Practice 2.12.2, the words “for the purpose” are added before the words “in that port”.

47 The existing Standard 2.12.3 is amended to read as follows:

“2.12.3 **Standard.** Where public authorities require information about the crew of a ship on its departure from the port, one of the copies of the Crew List presented on arrival at the port shall be accepted on departure, provided it is signed again by the master or an officer duly authorized by him, and endorsed to indicate any change in the number or composition of the crew at the time of the ship’s departure or to indicate that no such change has occurred during the ship’s stay in the port.”

#### ***F. Completion of documents***

48 In the existing Recommended Practice 2.15, the word “information” is replaced by the word “data”.

49 In the existing Standard 2.16, the word “information” is replaced by the word “documents” and the words “automatic data processing techniques” are replaced by the words “the use of information technology”.

#### ***G. Errors in documentation and penalties therefore***

50 In the existing Standard 2.19, the word “the” is added between the words “violate” and “laws” and the words “of the port State” are added at the end of the paragraph.

**H. *Special measures of facilitation for ships calling at ports in order to put ashore sick or injured crew members, passengers or other persons for emergency medical treatment***

51 The words “persons rescued at sea” are added to subsection H to read as follows:

“H. *Special measures of facilitation for ships calling at ports in order to put ashore sick or injured crew members, passengers, persons rescued at sea or other persons for emergency medical treatment.*”

52 The words “persons rescued at sea” are added to and the words “and status” are deleted from, Standard 2.20 to read as follows:

“2.20 **Standard.** Public authorities shall seek the co-operation of shipowners to ensure that, when ships intend to call at ports for the sole purpose of putting ashore sick or injured crew members, passengers, persons rescued at sea, or other persons for emergency medical treatment, the master shall give the public authorities as much notice as possible of that intention, with the fullest possible details of the sickness or injury and of the identity of the persons.”

53 In the existing Standard 2.24, the word “information” is replaced by the word “data” and the word “that” is replaced by the word “those”.

**Section 5 - Arrival, stay and departure of cargo and other articles**

54 In the existing Recommended Practice 5.3, the word “mail” is replaced by the words “postal items” and the words “or importation” are added between the words “sea” and “should”.

55 The existing Recommended Practice 5.5 is amended to read as follows:

“5.5 **Recommended Practice.** When the nature of a consignment could attract the attention of different agencies authorized to carry out inspections, such as Customs and veterinary or sanitary controllers, Contracting Governments should authorize either Customs or one of the other agencies to carry out the required procedures or, where that is not feasible, take all necessary steps to ensure that such clearance is carried out simultaneously at one place and with a minimum of delay.”

**B. *Clearance of cargo***

56 The existing Standard 5.7 is amended to read as follows:

“5.7 **Standard.** Public authorities shall, subject to compliance with any national prohibitions or restrictions and any measures required for port security or the prevention of trafficking of narcotics, grant priority clearance to live animals, perishable goods and other consignments of an urgent nature.”

57 The following new Recommended Practice 5.7.1 is added after the existing Standard 5.7:

“5.7.1 **Recommended Practice.** In order to protect the quality of goods awaiting clearance, public authorities should, in collaboration with all the concerned parties, take all measures to permit practical, safe and reliable storage of goods at the port.”

58 The existing Recommended Practice 5.9 is deleted.

59 In the existing Recommended Practice 5.10, the words “the revised” are added to the words “Kyoto Convention”.

60 The following new Recommended Practice 5.10.1 is added after the existing Recommended Practice 5.10:

**“5.10.1 Recommended Practice.** Public authorities should consider the introduction of simplified procedures for authorized persons allowing:

- (a) release of the goods on the provision of the minimum information necessary to identify the goods, to accurately identify and assess risk as it relates to concerns such as health, safety and security, and permit the subsequent completion of the final goods declaration;
- (b) clearance of the goods at the declarants premises or another place authorized by the relevant public authority; and
- (c) submission of a single goods declaration for all imports or exports in a given period where goods are imported or exported frequently by the same person.”

61 In the existing Standard 5.11, the words “by using risk assessment to target cargo for examination” are deleted at the end of the paragraph.

62 In the existing Recommended practice 5.14, the words “electronic data interchange (EDI) techniques” are replaced by the words “systems for the electronic exchange of information”.

63 The following new Recommended Practice 5.14.1 is added after the existing Recommended Practice 5.14:

**“5.14.1 Recommended Practice.** Public authorities should endeavour to quickly clear the transit procedure covering goods from another State awaiting loading.”

### **C. Containers and pallets**

64 In the existing Standard 5.15, the word “import” is replaced by the word “admission”.

65 In the existing Standard 5.18, the word “importation” is replaced by the word “admission”.

## **Section 7 – Miscellaneous provisions**

### **C. *Emergency assistance***

66 The existing Standard 7.8 is amended to read as follows:

**“7.8 Standard.** Public authorities shall facilitate the arrival and departure of ships engaged in:

- disaster relief work;

- the rescue of persons in distress at sea in order to provide a place of safety for such persons;
- the combating or prevention of marine pollution; or
- other emergency operations designated to enhance maritime safety, the safety of life at sea, the safety of the population or the protection of the marine environment.”

**Appendix 1 - IMO FAL Forms**

67 The IMO FAL Forms 1 to 7 are amended as follows:

**“IMO GENERAL DECLARATION**

		<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure
1.1 Name and type of ship 1.2 IMO number 1.3 Call sign		2. Port of arrival/departure	3. Date - time of arrival/departure
4. Flag State of ship	5. Name of master	6. Last port of call/Next port of call	
7. Certificate of registry (Port; date; number)		8. Name and contact details of ship's agent	
9. Gross tonnage	10. Net tonnage		
11. Position of the ship in the port (berth or station)			
12. Brief particulars of voyage (previous and subsequent ports of call; underline where remaining cargo will be discharged)			
13. Brief description of the cargo			
14. Number of crew (incl. master)	15. Number of passengers	16. Remarks	
Attached documents (indicate number of copies)			
17. Cargo Declaration	18. Ship's Stores Declaration		
19. Crew List	20. Passenger List	21. The ship's requirements in terms of waste and residue reception facilities	
22. Crew's Effects Declaration*	23. Maritime Declaration of Health*		

24. Date and signature by master, authorized agent or officer

For official use

IMO FAL  
Form 1

\* Only on arrival.

**IMO CARGO DECLARATION**

		<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure	Page No.
1.1 Name of ship 1.2 IMO number 1.3 Call sign		2. Port where report is made		
3. Flag State of ship	4. Name of master	5. Port of loading/Port of discharge		
B/L No.*  Convention on Facilitation of International Maritime Traffic  IMO FAL Form 2	6. Marks and Nos.	7. Number and kind of packages; description of goods, or, if available, the HS code	8. Gross weight	9. Measurement

10. Date and signature by master, authorized agent or officer

\* Transport document No.  
Also state original ports of shipment in respect to goods shipped on multimodal transport document or through bills of lading.









**DANGEROUS GOODS MANIFEST**

PAGE NUMBER (e.g. 5 of 7)

(As required by SOLAS 74, chapter VII, regulations 4.5 and 7-2.2, MARPOL 73/78, Annex III, regulation 4(3) and chapter 5.4, paragraph 5.4.3.1 of the IMDG Code)

NAME OF SHIP VOYAGE REFERENCE CALL SIGN	IMO NUMBER PORT OF LOADING	FLAG STATE OF SHIP PORT OF DISCHARGE	MASTER'S NAME SHIPPING AGENT
---	-------------------------------	---	---------------------------------

BOOKING/ REFERENCE NUMBER	MARKS & NUMBERS CONTAINER ID. NO(S). VEHICLE REG. NO(S).	NUMBER AND KIND OF PACKAGES	PROPER SHIPPING NAME	CLASS	UN NUMBER	PACKING GROUP	SUBSIDIARY RISK(S)	FLASH - POINT (IN °C.c.c.)	MARINE POLLUTANT	MASS (kg) GROSS/NET	EmS	STOWAGE POSITION ON BOARD

AGENT'S SIGNATURE \_\_\_\_\_

MASTER'S SIGNATURE \_\_\_\_\_

PLACE AND DATE \_\_\_\_\_

PLACE AND DATE \_\_\_\_\_



CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the thirty-second session of the Facilitation Committee of the International Maritime Organization on 7 July 2005, in conformity with article VII thereof and set out in the annex to resolution FAL.8(32) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention visant à faciliter le trafic maritime international, 1965, telle que modifiée, que le Comité de la simplification des formalités de l'Organisation maritime internationale a adoptés le 7 juillet 2005 à sa trente-deuxième session conformément aux dispositions de l'article VII de la Convention et qui font l'objet de l'annexe à la résolution FAL.8(32) du Comité, dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the International Maritime Organization:  
Pour le Secrétaire général de l'Organisation maritime internationale :



London,  
Londres, le

1. VIII. 2005



2009 AMENDMENTS TO THE ANNEX TO THE CONVENTION ON  
FACILITATION OF INTERNATIONAL MARITIME  
TRAFFIC, 1965, AS AMENDED

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AMENDEMENTS DE 2009 À L'ANNEXE DE LA CONVENTION VISANT  
À FACILITER LE TRAFIC MARITIME INTERNATIONAL, 1965,  
TELLE QUE MODIFIÉE



**RESOLUTION FAL.10(35)**  
**(adopted on 16 January 2009)**

**ADOPTION OF AMENDMENTS TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965**

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended (hereinafter referred to as “the Convention”) concerning the procedure for amending the Annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its thirty-fifth session, amendments to the Annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1. ADOPTS, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the Annex to the present resolution;
2. DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 15 May 2010 unless, prior to 15 February 2010 at least one-third of Contracting Governments to the Convention have notified the Secretary-General in writing that they do not accept the amendments;
3. REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the Annex to all Contracting Governments;
4. FURTHER REQUESTS the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965

Section 2 – Arrival, stay and departure of the ship

*B. Contents and purpose of documents*

1 In Recommended Practice 2.2.2 after “● flag State of ship” the following new text is inserted:

“● voyage number”.

2 In Recommended Practice 2.3.1(a) after “● call sign” the following new text is inserted:

“● voyage number”.

3 In Recommended Practice 2.3.1(b) after “● call sign” the following new text is inserted:

“● voyage number”.

4 In Standard 2.6.1 after “● call sign” the following new text is inserted:

“● voyage number”.

5 The existing Standard 2.6.3 is deleted and is replaced by:

“2.6.3 *Not in use*”.

6 The existing Recommended Practice 2.7.1 is deleted and is replaced by:

“2.7.1 *Not in use*”.

7 In Recommended Practice 2.7.3 after “● flag State of ship” the following new text is inserted:

“● voyage number”.

8 In Recommended Practice 2.7.3 the following text is deleted:

- “● type of identity document supplied by the passenger
- serial number of identity document”

and replaced by the following new text:

- “● type of identity or travel document supplied by the passenger
- serial number of identity or travel document”.

9 In Standard 2.8.1 the text reading “● Voyage reference” is amended to read “● Voyage number”.

10 In Standard 2.8.1 at the end, after “● Stowage position on board”, the following new text is inserted:

- “● Additional information”.

### **Section 3 – Arrival and departure of persons**

#### ***A. Arrival and departure requirements and procedures***

11 In the second sentence in Standard 3.3.6 after the words “responsible for the costs of” insert “stay and”.

12 The existing Standard 3.10 is deleted and replaced by the following new text:

“3.10 **Standard.** A passport or an identity document issued in accordance with relevant ILO conventions, or else a valid and duly recognized seafarer’s identity document, shall be the basic document providing public authorities with information relating to the individual member of the crew on arrival or departure of a ship.”

#### ***B. Measures to facilitate clearance of passengers, crew and baggage***

13 In Standard 3.14 after the words “accept persons” insert “present”.

14 The existing Standard 3.15 is deleted and replaced by the following new text:

“3.15 **Recommended Practice.** Public authorities should not impose unreasonable or disproportionate fines upon shipowners, in the event that any control document in possession of a passenger is found by public authorities to be inadequate, or if, for that reason, the passenger is found to be inadmissible to the State.”

#### ***D. Facilitation for ships engaged on cruises and for cruise passengers***

15 The existing Standard 3.21 is deleted and replaced by the following new text:

“3.21 **Recommended Practice.** For cruise ships, the General Declaration, the Passenger List and the Crew List should be required only at the first port of arrival and final port of departure in a country, provided that there has been no change in the circumstances of the voyage.”

16 The existing Recommended Practice 3.35 is deleted and is replaced by:

“3.35 *Not in use*”.

**Appendix 1 – IMO FAL Forms**

17 The existing IMO FAL Forms are deleted and replaced by the following ones:

**“IMO GENERAL DECLARATION**  
(IMO FAL Form 1)

		<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure
1.1 Name and type of ship		1.2 IMO number	
1.3 Call sign		1.4 Voyage number	
2. Port of arrival/departure		3. Date and time of arrival/departure	
4. Flag State of ship	5. Name of master	6. Last port of call/Next port of call	
7. Certificate of registry (Port; date; number)		8. Name and contact details of ship's agent	
9. Gross tonnage	10. Net tonnage		
11. Position of the ship in the port (berth or station)			
12. Brief particulars of voyage (previous and subsequent ports of call; underline where remaining cargo will be discharged)			
13. Brief description of the cargo			
14. Number of crew	15. Number of passengers	16. Remarks	
Attached documents (indicate number of copies)			
17. Cargo Declaration	18. Ship's Stores Declaration		
19. Crew List	20. Passenger List	21. The ship's requirements in terms of waste and residue reception facilities	
22. Crew's Effects Declaration (only on arrival)	23. Maritime Declaration of Health (only on arrival)		
24. Date and signature by master, authorized agent or officer			

For official use

**IMO CARGO DECLARATION**  
(IMO FAL Form 2)

		Arrival	Departure	Page Number
1.1 Name of ship		1.2 IMO number		
1.3 Call sign		1.4 Voyage number		
2. Port where report is made		3. Flag State of ship		
4. Name of master		5. Port of loading/Port of discharge		
B/L No.*	6. Marks and Numbers	7. Number and kind of packages; description of goods, or, if available, the HS Code	8. Gross weight	9. Measurement
10. Date and signature by master, authorized agent or officer				

\* Transport document number. Also state original ports of shipment in respect to goods shipped on multimodal transport document or through bills of lading.

**IMO SHIP'S STORES DECLARATION**  
(IMO FAL Form 3)

		Arrival	Departure	Page Number
1.1 Name of ship		1.2 IMO number		
1.3 Call sign		1.4 Voyage number		
2. Port of arrival/departure		3. Date of arrival/departure		
4. Flag State of ship		5. Last port of call/Next port of call		
6. Number of persons on board		7. Period of stay		
8. Name of article	9. Quantity	10. Location on board		11. Official use
12. Date and signature by master, authorized agent or officer				

**IMO CREW'S EFFECTS DECLARATION**  
(IMO FAL Form 4)

				Page Number
1.1 Name of ship		1.2 IMO number		
1.3 Call sign		1.4 Voyage number		
2. Flag State of ship				
3. No.	4. Family name, given names	5. Rank or rating	6. Effects ineligible for relief from customs duties and taxes or subject to prohibitions or restrictions*	7. Signature
8. Date and signature by master, authorized agent or officer				

\* e.g., wines, spirits, cigarettes, tobacco, etc.

**IMO CREW LIST**  
(IMO FAL Form 5)

				Arrival	Departure	Page Number
1.1 Name of ship			1.2 IMO number			
1.3 Call sign			1.4 Voyage number			
2. Port of arrival/departure			3. Date of arrival/departure			
4. Flag State of ship			5. Last port of call			
6. No.	7. Family name, given names	8. Rank or rating	9. Nationality	10. Date and place of birth	11. Nature and number of identity document	
12. Date and signature by master, authorized agent or officer						



**IMO DANGEROUS GOODS MANIFEST**  
(IMO FAL Form 7)

(As required by SOLAS 74, chapter VII, regulations 4.5 and 7-2.2, MARPOL 73/78, Annex III, regulation 4.3 and chapter 5.4, paragraph 5.4.3.1 of the IMDG Code)

1.1 Name of ship		1.2 IMO number		1.3 Call sign		Page Number						
1.4 Voyage number		2. Flag State of ship		3. Port of loading		4. Port of discharge						
5. Booking/ Reference Number	6. Marks & Numbers Container Id. No(s). Vehicle Reg. No(s).	7. Number and Kind of packages	8. Proper Shipping Name	9. Class	10. UN No.	11. Packing Group	12. Subsidiary Risk(s)	13. Flashpoint (in °C,c.c.)	14. Marine Pollutant	15. Mass (kg) Gross/Net	16. EmS	17. Stowage position on board
Additional information												
18.1 Name of master		19.1 Shipping Agent										
18.2 Place and date		19.2 Place and date										
Signature of master		Signature of Agent										

CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, as amended, adopted at the thirty-fifth session of the Facilitation Committee of the International Maritime Organization on 16 January 2009, in conformity with article VII(2)(a) of the Convention, and set out in the annex to resolution FAL.10(35) of the Committee, the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention visant à faciliter le trafic maritime international, 1965, telle que modifiée, adoptés le 16 janvier 2009, lors de la trente-cinquième session du Comité de la simplification des formalités de l'Organisation maritime internationale, conformément à l'article VII 2) a) de la Convention, tels que figurant à l'annexe de la résolution FAL.10(35) du Comité, dont l'original a été déposé auprès du Secrétaire général de l'Organisation maritime internationale.

For the Secretary-General of the International Maritime Organization:

Pour le Secrétaire général de l'Organisation maritime internationale:

*R. P. B.*

London,

Londres, le

*4<sup>th</sup> August, 2009.*

**AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965**

**(Resolution FAL.12(40))**

THE FACILITATION COMMITTEE,

RECALLING article VII(2)(a) of the Convention on Facilitation of International Maritime Traffic, 1965, as amended, hereinafter referred to as "the Convention", concerning the procedure for amending the annex to the Convention,

RECALLING FURTHER the functions which the Convention confers upon the Facilitation Committee for the consideration and adoption of amendments to the Convention,

HAVING CONSIDERED, at its fortieth session, amendments to the annex to the Convention proposed and circulated in accordance with article VII(2)(a) thereof,

1       ADOPTS, in accordance with article VII(2)(a) of the Convention, the amendments to the Convention, the text of which is set out in the annex to the present resolution;

2       DETERMINES, in accordance with article VII(2)(b) of the Convention, that the amendments shall enter into force on 1 January 2018 unless, prior to 1 October 2017, at least one-third of Contracting Governments have notified the Secretary-General in writing that they do not accept the amendments;

3       REQUESTS the Secretary-General, in conformity with article VII(2)(a) of the Convention, to communicate the amendments contained in the annex to all Contracting Governments;

4       FURTHER REQUESTS the Secretary-General to notify all Signatory Governments of the adoption and entry into force of the said amendments.

ANNEX

**AMENDMENTS TO THE ANNEX TO THE CONVENTION ON FACILITATION OF  
INTERNATIONAL MARITIME TRAFFIC, 1965**

**Section 1 – Definitions and general provisions**

**A. Definitions**

For the purpose of the provisions of this annex, the following meanings shall be attributed to the terms listed:

*Attempted stowaway.* A person who is secreted on a ship, or in cargo which is subsequently loaded on the ship, without the consent of the shipowner or the master or any other responsible person, and who is detected on board the ship before it has departed from the port.

*Cargo.* Any goods, wares, merchandise, and articles of every kind whatsoever carried on a ship, other than mail, ship's stores, ship's spare parts, ship's equipment, cargo transport units not carried under a contract of carriage with a shipper, crew's effects and passengers' accompanied baggage.

*Cargo transport unit (CTU).* A freight container, swap-body, vehicle, railway wagon or any other similar unit.

*Clearance.* Accomplishment of customs and/or other formalities necessary to:

- (a) Permit goods to enter home use, to be exported or to be placed under another customs procedure (so called customs clearance),
- (b) Permit persons to enter the territory of a State, or
- (c) Permit a ship to enter or depart a port within the territory of a State.

*Crew's effects.* Clothing, items in everyday use and other articles, which may include currency, belonging to the crew and carried on the ship.

*Crew member.* Any person actually employed for duties on board during a voyage in the working or service of a ship and included in the crew list.

*Cruise ship.* A ship on an international voyage carrying passengers participating in a group programme and accommodated aboard, for the purpose of making scheduled temporary tourist visits at one or more different ports, and which during the voyage does not normally:

- (a) embark or disembark any other passengers;
- (b) load or discharge any cargo.

*Document.* Information presenting data by electronic means or by non-electronic means.

*Estimated time of arrival (ETA).* Time when a ship estimates it will arrive at the pilot station serving a port or, when it expects to enter a specific location in the port area, where port regulations apply.

*Freight container.* An article of transport equipment that is of a permanent character and accordingly strong enough to be suitable for repeated use; specially designed to facilitate the transport of goods, by one or other modes of transport, without intermediate reloading; designed to be secured and/or readily handled, having fittings for these purposes, and approved in accordance with the International Convention for Safe Containers (CSC), 1972, as amended. The term "freight container" includes neither vehicle nor packaging; however a freight container that is carried on a chassis is included.

*ISPS Code.* The "International Ship and Port Facility Security (ISPS) Code" adopted on 12 December 2002 by resolution 2 of the Conference of Contracting Governments to the International Convention for the Safety of Life at Sea, 1974 (SOLAS), as may be amended by the Organization.

*Manifest.* Document recapitulating the various data from bills of lading and other transport documents issued for the carriage of goods on board ships.

*Master.* The person having command of a ship.

*Passenger in transit.* A passenger who arrives by ship from a foreign country for the purpose of continuing his/her journey by ship or some other means of transport to a foreign country.

*Passengers' accompanied baggage.* Property, which may include currency, carried for a passenger on the same ship as the passenger, whether in his/her personal possession or not, so long as it is not carried under a contract of carriage of goods or other similar agreement.

*Port.* Any port, terminal, offshore terminal, ship and repair yard or roadstead which is normally used for the loading, unloading, repair and anchoring of ships, or any other place at which a ship can call.

*Postal items.* Correspondence and other objects tendered to be carried by a ship for carriage by postal administrations and intended for delivery to postal administrations in the ship's ports of call.

*Public authorities.* The agencies or officials in a State responsible for the application and enforcement of the laws and regulations of that State which relate to any aspect of the Standards and Recommended Practices contained in this annex.

*Release.* Action taken by customs authorities to permit goods undergoing clearance to be placed at the disposal of the persons concerned.

*Security measures.* Measures developed and implemented in accordance with international agreements to improve security on board ships, in port areas, facilities and of goods moving in the international supply chain to detect and prevent unlawful acts.

*Ship agent.* The party representing the ship's owner and/or charterer (the Principal) in port. If so instructed, the agent is responsible to the Principal for arranging, together with the port, a berth, all relevant port and husbandry services, tending to the requirements of the master and crew, clearing the ship with the port and other authorities (including preparation and submission of appropriate documentation) along with releasing or receiving cargo on behalf of the Principal.

*Shipowner.* One who owns or operates a ship, whether a person, a corporation or other legal entity, and any person other than the ship agent acting on behalf of the owner or operator.

*Ship's documents.* Certificates and other documents which must be made available by a ship's master in order to demonstrate the ship's compliance with international or national regulations.

*Ship's equipment.* Articles, other than ship's spare parts, on board a ship for use thereon, which are removable but not of a consumable nature, including accessories such as lifeboats, life-saving devices, furniture, ship's apparel and similar items.

*Ship's spare parts.* Articles of a repair or replacement nature for incorporation into the ship in which they are carried.

*Ship's stores.* Goods for use in the ship, including consumable goods, goods carried for sale to passengers and crew members, fuel and lubricants, but excluding ship's equipment and ship's spare parts.

*Shipper.* The party named on the bill of lading or waybill as shipper and/or who concludes a contract of carriage (or in whose name or on whose behalf a contract of carriage has been concluded) with a carrier. The shipper is known also as the sender.

*Shore leave.* Permission for a crew member to be ashore during the ship's stay in port within such geographical or time limits, if any, as may be decided by the public authorities.

*Single Window.* A facility that allows submission of standardized information covered by the Convention to a single entry point.

*Stowaway.* A person who is secreted on a ship, or in cargo which is subsequently loaded on the ship, without the consent of the shipowner or the master or any other responsible person and who is detected on board the ship after it has departed from a port, or in the cargo while unloading it in the port of arrival, and is reported as a stowaway by the master to the appropriate authorities.

*Temporary admission.* The customs procedure under which certain goods can be brought into a customs territory conditionally relieved, totally or partially, from payment of import duties and taxes and without application of import prohibitions or restrictions of economic character; such goods must be imported for a specific purpose and must be intended for re-exportation within a specified period and without having undergone any change except normal depreciation owing to the use made of them.

*Time of arrival.* Time when a ship first comes to rest, whether at anchor or at a dock, in a port.

*Transport document.* Information evidencing a contract of carriage between a shipowner and a shipper, such as a sea waybill, a bill of lading or a multi-modal transport document.

## **B. General provisions**

In conjunction with paragraph 2 of article V of the Convention, the provisions of this annex shall not preclude public authorities from taking such appropriate measures, including calling for further information, as may be necessary in cases of suspected fraud, or to deal with special problems constituting a grave danger to public order (*ordre public*), public security or public health, such as unlawful acts against the safety of maritime traffic and illicit trafficking in narcotic drugs and psychotropic substances, or to prevent the introduction or spread of disease or pests affecting animals or plants.

1.1 **Standard.** Public authorities shall in all cases require only essential information to be furnished, and shall keep the number of items to a minimum.

1.1.1 *Not in use.*

1.2 **Recommended Practice.** Notwithstanding the fact that documents for certain purposes may be separately prescribed and required in this annex, public authorities, bearing in mind the interests of those who are required to complete the documents as well as the

purposes for which they are to be used, should provide for any two or more such documents that are to be submitted by the same party to be combined into one in any case in which this is practicable and in which an appreciable degree of facilitation would result.

**1.3 Recommended Practice.** Measures and procedures imposed by Contracting Governments for the purposes of security or preventing the trafficking of narcotics should be efficient. Such measures and procedures (e.g. risk management and cross-checking of information) should be implemented in such a manner as to cause a minimum of interference with, and to prevent unnecessary delays to, ships and persons or property on board.

**C. Systems for the electronic exchange of information**

**1.3bis Standard.** Public authorities shall take all necessary measures for the establishment of systems for the electronic exchange of information by 8 April 2019.

**1.3ter Standard.** Public authorities, when introducing systems for the electronic exchange of information to assist clearance processes, shall provide shipowners and other parties concerned with the necessary information about the systems requirements and give an adequate period of transition before the use of the systems are made mandatory. A period of no less than 12 months for transition to the mandatory use of the systems shall be provided from the date of the introduction of such systems.

**1.3quart Recommended Practice.** Public authorities should, for a transitional period, allow for the submission of required information for clearance processes in both electronic and paper form.

**1.3quin Recommended Practice.** Contracting Governments should encourage public authorities to introduce arrangements to enable the submission of all the information required by public authorities in connection with the arrival, stay and departure of ships, persons and cargo, avoiding duplication, to a "Single Window".

Consideration should also be given to such a Single Window serving as the mechanism through which the public authorities communicate decisions and other information covered by this Convention.

**1.4** *Not in use.*

**1.5** *Not in use.*

**1.6 Standard.** Public authorities, when introducing systems for the electronic exchange of information for clearance processes, shall limit the information they require from shipowners and other parties concerned to that required by the FAL Convention.

**1.6bis Standard.** When introducing systems for the electronic exchange of information required by public authorities for the arrival, stay and departure of the ship, persons and cargo to facilitate clearance processes, Contracting Governments shall encourage public authorities and other parties concerned (shipowners, handling companies, seaports, and/or cargo agents, etc.) to exchange data in conformity with the relevant UN Standards, including UN Electronic Data Interchange for Administration, Commerce and Transport (UN/EDIFACT) Standards, or other internationally agreed Standards, such as the XML Standard.

**1.6ter Recommended Practice.** When introducing new electronic message formats, public authorities should continue to allow for the usage of existing electronic message formats in agreement with the parties concerned.

**1.7 Recommended Practice.** When planning for, introducing or modifying systems for the electronic exchange of information for clearance processes, public authorities should:

- (a) afford all interested parties, from the outset, the opportunity for consultation;
- (b) evaluate existing procedures and eliminate those which are unnecessary;
- (c) determine those procedures which are to be computerized;
- (d) use United Nations (UN) Recommendations, WCO Information Packages and relevant ISO Standards to the maximum extent practicable;
- (e) adapt these systems for multimodal applications;
- (f) take appropriate steps to minimize the cost of implementing these systems to operators and other private parties; and
- (g) give attention to the desirability of obtaining compatibility with other relevant information systems.

**1.7.1 Recommended Practice.** Contracting Governments should encourage public authorities and other parties concerned to cooperate or participate directly in the development of electronic systems using internationally agreed Standards with a view to enhancing the exchange of information relating to the arrival, stay and departure of ships, persons and cargo and assuring inter-operability between the systems of public authorities and other parties concerned.

**1.8 Not in use.**

**1.8.1 Not in use.**

#### **D. Illicit drug trafficking**

**1.9 Recommended Practice.** Public authorities should seek to establish cooperation arrangements with shipowners and other parties concerned to improve their ability to combat drug smuggling, while providing enhanced facilitation. Such arrangements could be based on the World Customs Organization Memoranda of Understanding and the associated guidelines.

**1.10 Standard.** Where, as part of cooperation arrangements, public authorities, shipowners, and other parties concerned are provided access to sensitive commercial and other information, the information shall be treated confidentially.

#### **E. Control techniques**

**1.11 Standard.** Public authorities shall use risk management to enhance their border control procedures related to:

- the release/clearance of cargo;
- security requirements; and
- their ability to target smuggling,

thereby facilitating the legitimate circulation of persons and goods.

## Section 2 – Arrival, stay and departure of the ship

This section contains the provisions concerning the formalities required of shipowners by the public authorities on the arrival, stay and departure of the ship and shall not be read so as to preclude a requirement for the presentation, for inspection by the appropriate authorities, of certificates and other documents made available by the ship pertaining to its registry, measurement, safety, manning and other related matters.

### A. General

2.1 **Standard.** Public authorities shall not require for their retention, on arrival or departure of ships to which the Convention applies, any documents other than those covered by the present section.

The documents in question are:

- General Declaration
- Cargo Declaration
- Ship's Stores Declaration
- Crew's Effects Declaration
- Crew List
- Passenger List
- Dangerous Goods Manifest
- The document required under the Universal Postal Convention for mail
- Maritime Declaration of Health
- Security-related information as required under SOLAS regulation XI-2/9.2.2
- Advance electronic cargo information for customs risk assessment purposes
- Advanced Notification Form for Waste Delivery to Port Reception Facilities, when communicated to the Organization.

2.1.1 **Standard.** Contracting Governments shall not require consular formalities, charges or fees in connection with documents for the clearance of ships, including the electronic submission of documents.

2.1.2 **Standard.** Public authorities shall develop procedures for the lodgement of pre-arrival and pre-departure information in order to facilitate the processing of such information for the expedited subsequent release/clearance of cargo and persons.

2.1.3 **Recommended Practice.** National legislation should specify the conditions for the lodgement of pre-arrival and pre-departure information. With regard to the point in time of transmission of the pre-arrival information, it should not normally be set before the moment the ship has left the country of departure. However, national legislation could, in addition to the basic rule, also specify the exceptions from this principle where required, e.g. for voyages of short duration.

2.1.3*bis* **Recommended Practice.** Public authorities should, for the submission of advance electronic cargo information for customs risk assessment purposes, take into account the time limits specified in the WCO SAFE Framework of Standards.

2.1.4 **Recommended Practice.** Public authorities should not require the lodgement of a separate General Declaration, Cargo Declaration, Crew List, Passenger List and Dangerous Goods Manifest if the data elements contained in these documents are included in the pre-arrival or pre-departure information or in the ship's manifest.

2.1.5 **Standard.** Public authorities shall reuse the pre-arrival and pre-departure information in subsequent procedures where such data is required.

## **B. Contents and purpose of documents**

2.2 **Standard.** The General Declaration shall be the basic document on arrival and departure providing data required by public authorities relating to the ship.

2.2.1 **Recommended Practice.** The same form of General Declaration should be accepted for both the arrival and the departure of the ship.

2.2.2 **Recommended Practice.** In the General Declaration, public authorities should not require more than the following data:

- name, type and IMO number of ship
- call sign
- flag State of ship
- voyage number
- particulars regarding registry
- particulars regarding tonnage
- name of master
- name and contact details of ship's agent
- brief description of the cargo
- number of crew
- number of passengers
- brief particulars of voyage
- date and time of arrival/departure
- port of arrival/departure
- the ship's requirements in terms of waste and residue reception facilities
- last port of call/next port of call.

2.2.3 **Standard.** Public authorities shall accept that the General Declaration is either dated and signed by the master, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned.

2.3 **Standard.** The Cargo Declaration shall be the basic document on arrival and departure providing data required by public authorities relating to the cargo. However, particulars of any dangerous cargo may also be required to be furnished separately.

2.3.1 **Recommended Practice.** In the Cargo Declaration, public authorities should not require more than the following data:

- (a) on arrival
  - name and IMO number of ship
  - flag State of ship
  - name of master
  - voyage number
  - port of loading
  - port where report is made
  - freight container identification, where appropriate; marks and numbers; number and kind of packages; quantity and description of the goods or, if available, the Harmonized System (HS) code
  - transport document numbers for cargo to be discharged at the port in question
  - ports at which cargo remaining on board will be discharged
  - original ports of shipment in respect of goods shipped under multimodal transport documents or through bills of lading
- (b) on departure
  - name and IMO number of ship
  - flag State of ship
  - name of master
  - voyage number
  - port of discharge
  - in respect of goods loaded at the port in question: freight container identification, where appropriate; marks and numbers; number and kind of packages; quantity and description of the goods or, if available, the Harmonized System (HS) code
  - transport document numbers for cargo loaded at the port in question.

2.3.2 **Standard.** In respect of cargo remaining on board, public authorities shall require only brief details of the minimum essential items of information to be furnished.

2.3.3 **Standard.** Public authorities shall accept that the Cargo Declaration is either dated and signed by the master, the shipowner issuing the transport document, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned.

2.3.4 **Standard.** Public authorities shall accept in place of the Cargo Declaration a copy of the ship's manifest provided it contains at least the information required in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 and is signed or authenticated, and dated, in accordance with Standard 2.3.3.

2.3.4.1 **Recommended Practice.** As an alternative to Standard 2.3.4, public authorities may accept a copy of the transport document signed or authenticated in accordance with Standard 2.3.3, or certified as a true copy, if the nature and quantity of cargo make this practicable and provided that any data required and identified in accordance with Recommended Practice 2.3.1 and Standard 2.3.2 which does not appear in such documents is also furnished elsewhere and duly certified.

2.3.5 **Standard.** Public authorities shall allow unmanifested parcels in possession of the master to be omitted from the Cargo Declaration provided that particulars of these parcels are furnished separately.

2.4 **Standard.** The Ship's Stores Declaration shall be the basic document on arrival and departure providing information required by public authorities relating to ship's stores.

2.4.1 **Standard.** Public authorities shall accept that the Ship's Stores Declaration is either dated and signed by the master or by some other ship's officer duly authorized by the master and having personal knowledge of the facts regarding the ship's stores, or authenticated in a manner acceptable to the public authority concerned.

2.5 **Standard.** The Crew's Effects Declaration shall be the basic document providing information required by public authorities relating to crew's effects. It shall not be required on departure.

2.5.1 **Standard.** Public authorities shall accept that the Crew's Effects Declaration is either dated and signed by the master or by some other ship's officer duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned. For the purpose of onboard verification, the public authorities may also require each crew member to sign or verify in a manner acceptable to the public authorities the declaration relating to his/her personal effects.

2.5.2 **Recommended Practice.** Public authorities should normally require particulars of only those crew's effects which would not qualify for relief from customs duties and taxes or which are subject to prohibitions or restrictions.

2.6 **Standard.** The Crew List shall be the basic document required by public authorities containing data relating to the number and composition of the crew on the arrival and departure of a ship.

2.6.1 **Standard.** In the Crew List, public authorities shall not require more than the following data:

- name and IMO number of ship

- flag State of ship
- call sign
- voyage number
- family name
- given names
- nationality
- rank or rating
- gender
- date and place of birth
- nature and number of identity document
- issuing State of identity document
- expiry date of identity document
- port and date of arrival/departure of the ship
- last port of call.

2.6.2 **Standard.** Public authorities shall accept that the Crew List is either dated and signed by the master or by some other ship's officer duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned.

2.6.3 *Not in use.*

2.6.4 **Recommended Practice.** In cases where a ship, serving in a scheduled programme, calls again at the same port at least once within 14 days and where minor changes in the crew have taken place, public authorities should not normally require a new, full Crew List to be submitted but should accept the existing Crew List with the changes indicated.

2.7 **Standard.** The Passenger List shall be the basic document required by public authorities containing the data relating to passengers on the arrival and departure of a ship.

2.7.1 *Not in use.*

2.7.2 **Recommended Practice.** Public authorities should not require embarkation or disembarkation cards in addition to Passenger Lists in respect of passengers whose names appear on those Lists. However, where public authorities have special problems constituting a grave danger to public health, a person on an international voyage may on arrival be required to give a destination address in writing.

2.7.3 **Standard.** In the Passenger List, public authorities shall not require more than the following data:

- name and IMO number of ship

- call sign
- flag State of ship
- voyage number
- family name
- given names
- nationality
- date of birth
- place of birth
- gender
- type of identity or travel document
- serial number of identity or travel document
- issuing State of identity or travel document
- expiry date of identity or travel document
- port of embarkation
- visa number, if appropriate
- port of disembarkation
- port and date of arrival/departure of the ship
- transit passenger or not.

2.7.4 **Recommended Practice.** A list compiled by the shipowners for their own use should be accepted in place of the Passenger List, provided it contains at least the information required in accordance with Standard 2.7.3 and is dated and signed or authenticated in accordance with Standard 2.7.5.

2.7.5 **Standard.** Public authorities shall accept that the Passenger List is either dated and signed by the master, the ship's agent or some other person duly authorized by the master, or authenticated in a manner acceptable to the public authority concerned.

2.8 **Standard.** The Dangerous Goods Manifest shall be the basic document providing public authorities with the information regarding dangerous goods.

2.8.1 **Standard.** In the Dangerous Goods Manifest public authorities shall not require more than the following information:

- name of ship
- IMO number

- call sign
- voyage number
- flag State of ship
- port of loading
- port of discharge
- stowage position
- reference number
- marks and numbers
  - freight container identification No(s).
  - vehicle registration No(s).
- UN Number
- proper shipping name/(Technical Specifications)
- class/(subsidiary risk(s))
- packing group
- additional information/marine pollutant/flash point/etc.
- number and kind of packages
- mass (kg) or volume (L)
- EmS
- shipping agent.

2.9 **Standard.** Public authorities shall not require on arrival or departure of the ship any written declaration in respect of postal items other than that prescribed in the Universal Postal Convention, provided the latter is actually produced. In the absence of such a document, the postal objects (number and weight) must be shown in the Cargo Declaration.

2.10 **Standard.** The Maritime Declaration of Health shall be the basic document containing the data required by port health authorities relating to the state of health on board a ship during the voyage and on arrival at a port.

### **C. Documents on arrival**

2.11 **Standard.** Until the expiration of the transitional period referred to in Standard 1.3ter, public authorities shall in respect of a ship's arrival in port not require more than:

- 5 copies of the General Declaration

- 4 copies of the Cargo Declaration
- 4 copies of the Ship's Stores Declaration
- 2 copies of the Crew's Effects Declaration
- 4 copies of the Crew List
- 4 copies of the Passenger List
- 1 copy of the Dangerous Goods Manifest
- 1 copy of the Maritime Declaration of Health
- 1 copy of the security-related information as required under SOLAS regulation XI-2/9.2.2
- 1 copy of the Advanced Notification Form for Waste Delivery to Port Reception Facilities when communicated to the Organization.

Upon expiration of the transitional period, paper copies shall not be required except in case of force majeure where means of electronic transmission are unavailable.

#### **D. Documents on departure**

2.12 **Standard.** Until the expiration of the transitional period referred to in Standard 1.3*ter*, public authorities shall in respect of a ship's departure from port not require more than:

- 5 copies of the General Declaration
- 4 copies of the Cargo Declaration
- 3 copies of the Ship's Stores Declaration
- 2 copies of the Crew List
- 2 copies of the Passenger List
- 1 copy of the Dangerous Goods Manifest.

Upon expiration of the transitional period, paper copies shall not be required except in case of force majeure where means of electronic transmission are unavailable.

2.12.1 **Standard.** A new Cargo Declaration shall not be required on departure from a port in respect of cargo which has been the subject of a declaration on arrival in that port and which has remained on board.

2.12.2 **Recommended Practice.** A separate Ship's Stores Declaration on departure should not be required in respect of ship's stores which have been the subject of a declaration on arrival, nor in respect of stores shipped in the port and covered by another customs document presented for the purpose in that port.

2.12.3 **Standard.** Where public authorities require information about the crew of a ship on its departure from the port, one of the copies of the Crew List presented on arrival at the port shall be accepted on departure, provided it is signed again by the master or an officer duly authorized by him/her, and endorsed or authenticated in a manner acceptable to the public authority concerned, to indicate any change in the number or composition of the crew at the time of the ship's departure or to indicate that no such change has occurred during the ship's stay in the port.

2.13 *Not in use.*

#### **E. Consecutive calls at two or more ports in the same State**

2.14 **Standard.** Taking into account the procedures carried out on the arrival of a ship at the first port of call in the territory of a State, shipowners shall only be obligated to submit required information once to the public authorities of a State. The formalities and documents required by the public authorities at any subsequent port of call in that country visited without intermediate call at a port in another country shall be kept to a minimum.

#### **F. Completion of documents**

2.15 **Recommended Practice.** Public authorities should as far as possible accept the documents provided for in this annex, except as regards Standard 3.7, irrespective of the language in which the required data is furnished thereon, provided that they may require a written or oral translation into one of the official languages of their country or of the Organization when they deem it necessary.

2.16 **Standard.** If public authorities require documents in paper form, they shall accept documents conveyed by any legible and understandable medium, including documents handwritten in ink or indelible pencil or produced by the use of information technology.

2.16.1 **Standard.** Public authorities shall accept a signature, when required, in handwriting, in facsimile, perforated, stamped, in symbols, or made by any other mechanical or electronic means, if such acceptance is not inconsistent with national laws. The authentication of information submitted on non-paper media shall be in a manner that is acceptable to the public authority concerned and which facilitates the electronic submission of the information by the parties concerned irrespective of their residence.

2.17 **Standard.** Public authorities of the country of any intended port of arrival, discharge, or transit shall not require any document relating to the ship, its cargo, stores, passengers or crew, as mentioned in this section, to be legalized, verified, authenticated, or previously dealt with by any of their representatives abroad. This shall not be deemed to preclude a requirement for the presentation of a passport or other identity document of a passenger or crew member for visa or similar purposes.

#### **G. Errors and amendments in documentation and penalties therefor**

2.18 **Standard.** Public authorities shall, without delaying the ship, allow correction of errors in a document provided for in this annex which they are satisfied are inadvertent, not of a serious nature, not due to recurrent carelessness and not made with intent to violate laws or regulations, on the condition that these errors are discovered before the document is fully checked and the corrections can be effected without delay.

2.19 **Standard.** If errors are found in the data transmitted as provided for in appendix 1 of this annex, which have been signed by or on behalf of a shipowner or master, or otherwise authenticated, no penalties shall be imposed until an opportunity has been given to satisfy the public authorities that the errors were inadvertent, not of a serious nature, not due to recurrent carelessness and not made with intent to violate the laws or regulations of the port State.

2.19**bis Standard.** Public authorities shall allow for amendments to information already submitted in accordance with applicable laws and regulations.

**H. Special measures of facilitation for ships calling at ports in order to put ashore sick or injured crew members, passengers, persons rescued at sea or other persons for emergency medical treatment**

2.20 **Standard.** Public authorities shall seek the cooperation of shipowners to ensure that, when ships intend to call at ports for the sole purpose of putting ashore sick or injured crew members, passengers, persons rescued at sea, or other persons for emergency medical treatment, the master shall give the public authorities as much notice as possible of that intention, with the fullest possible details of the sickness or injury and of the identity of the persons.

2.21 **Standard.** Public authorities shall, by the fastest channels available, inform the master, before the arrival of the ship, of the documentation and the procedures necessary to put the sick or injured persons ashore expeditiously and to clear the ship without delay.

2.22 **Standard.** With regard to ships calling at ports for this purpose and intending to leave again immediately, public authorities shall give priority in berthing if the state of the sick person or the sea conditions do not allow a safe disembarkation in the roads or harbour approaches.

2.23 **Standard.** With regard to ships calling at ports for this purpose and intending to leave again immediately, public authorities shall not require the documents mentioned in Standard 2.1 with the exception of the Maritime Declaration of Health, and, if it is indispensable, the General Declaration. Public authorities shall in such situations waive the time limits for the submission of the documents.

2.24 **Standard.** Where public authorities require the General Declaration, this document shall not contain more data than those mentioned in Recommended Practice 2.2.2 and, wherever possible, shall contain less.

2.25 **Standard.** Where the public authorities apply control measures related to the arrival of a ship prior to sick or injured persons being put ashore, emergency medical treatment and measures for the protection of public health shall take precedence over these control measures.

2.26 **Standard.** Where guarantees or undertakings are required in respect of costs of treatment or eventual removal or repatriation of the persons concerned, emergency medical treatment shall not be withheld or delayed while these guarantees or undertakings are being obtained.

2.27 **Standard.** Emergency medical treatment and measures for the protection of public health shall take precedence over any control measures which public authorities may apply to sick or injured persons being put ashore.

### **Section 3 – Arrival and departure of persons**

This section contains the provisions concerning the formalities required by public authorities from crew and passengers on the arrival or departure of a ship.

**A. Arrival and departure requirements and procedures**

**3.1 Standard.** A valid passport shall be the basic document providing public authorities with information relating to the individual passenger on arrival or departure of a ship.

**3.1.1 Recommended Practice.** Contracting Governments should as far as possible agree, by bilateral or multilateral agreements, to accept official documents of identity in lieu of passports.

**3.2 Standard.** Public authorities shall make arrangements whereby passports, or official documents of identity accepted in their place, from ship's passengers need be inspected by the immigration authorities only once at the time of arrival and once at the time of departure. In addition, these passports or official documents of identity may be required to be produced for the purpose of verification or identification in connection with customs and other formalities on arrival and departure.

**3.3 Standard.** After individual presentation of passports or official documents of identity accepted in their place, public authorities shall hand back such documents immediately after examination rather than withholding them for the purpose of obtaining additional control, unless there is some obstacle to the admission of a passenger to the territory.

**3.3.1 Standard.** Each Contracting Government shall ensure that the public authorities seize fraudulent, falsified or counterfeit travel documents of inadmissible persons. Such documents shall be removed from circulation and returned to the appropriate authorities when practicable. In place of a seized document, a covering letter shall be issued by the removing State and attached to it will be a photocopy of the forged travel documents, if available, as well as any important information. The covering letter and its attachment shall be handed over to the operator responsible for the removal of the inadmissible person. It will serve to give information to the authorities at the transit and/or the original point of embarkation.

**3.3.2 Standard.** Contracting Governments shall accept for examination a person being returned from his/her point of disembarkation after having been found inadmissible if this person had embarked in their territory. Contracting Governments shall not return such a person to the country where he or she was earlier found to be inadmissible.

**3.3.3 Standard.** Before passengers and crew are accepted for examination as to their admissibility into the State, responsibility for their custody and care shall remain with the shipowner.

**3.3.4 Recommended Practice.** After acceptance of passengers and crew for examination, whether conditional or unconditional and if the persons concerned are under the physical control of the public authorities, the public authorities should be responsible for their custody and care until they are admitted for entry or are found to be inadmissible.

**3.3.5 Standard.** The obligation of a shipowner to transport any person away from the territory of a State shall terminate from the moment such a person has been definitely admitted into that State.

**3.3.6 Standard.** Where a person is found to be inadmissible, the public authorities shall, without unreasonable delay, inform the shipowner and consult the shipowner regarding the arrangements for removal. The shipowner is responsible for the costs of stay and removal of an inadmissible person and, in the case where the person is transferred back to the custody of the shipowner, the shipowner shall be responsible for effecting his/her prompt removal to:

- the country of embarkation; or
- to any other place where the person is admissible.

3.3.7 **Standard.** Contracting Governments and shipowners shall cooperate, where practicable, to establish the validity and authenticity of passports and visas.

3.4 **Recommended Practice.** Public authorities should not require from embarking or disembarking passengers, or from shipowners on their behalf, any information in writing supplementary to or repeating that already presented in their passports or official documents of identity, other than as necessary to complete any documents provided for in this annex.

3.5 **Recommended Practice.** Public authorities which require written supplementary information, other than as necessary to complete any documents provided for in this annex, from embarking or disembarking passengers should limit requirements for further identification of passengers to the items set forth in Recommended Practice 3.6 (embarkation/disembarkation card). Public authorities should accept the embarkation/disembarkation card when completed by the passenger and should not require that it be completed or checked by the shipowner. Legible handwritten script should be accepted on the card, except where the form specifies block lettering. One copy only of the embarkation/disembarkation card, which may include one or more simultaneously prepared carbon copies, should be required from each passenger.

3.6 **Recommended Practice.** In the embarkation/disembarkation card, public authorities should not require more than the following information:

- family name
- given names
- nationality
- number and expiry date of passport or other official identity document
- date of birth
- place of birth
- occupation
- port of embarkation/disembarkation
- gender
- destination address
- signature.

3.7 **Standard.** In cases where evidence of protection against yellow fever is required from persons on board a ship, public authorities shall accept the International Certificate of Vaccination or Re-Vaccination in the forms provided for in the International Health Regulations.

3.8 **Recommended Practice.** Medical examination of persons on board or of persons disembarking from ships should normally be limited to those persons arriving from an area infected with quarantinable diseases within the incubation period of the disease concerned (as stated in the International Health Regulations). Additional medical examination may, however, be required in accordance with the International Health Regulations.

**3.9 Recommended Practice.** Public authorities should normally perform customs inspections of inbound passengers' accompanied baggage on a sampling or selective basis. Written declarations in respect of passengers' accompanied baggage should be dispensed with as far as possible.

**3.9.1 Recommended Practice.** Public authorities should, wherever possible, waive inspections of accompanied baggage of departing passengers, with due regard to the possible need to impose appropriate security measures preferably by automated means to facilitate review.

**3.9.2 Recommended Practice.** Where inspection of accompanied baggage of departing passengers cannot be waived completely, such inspection should normally be performed on a sampling or selective basis.

**3.10 Standard.** A passport or an identity document issued in accordance with relevant ILO Conventions, or else a valid and duly recognized seafarer's identity document, shall be the basic document providing public authorities with information relating to the individual member of the crew on arrival or departure of a ship.

**3.10.1 Standard.** In the seafarer's identity document, public authorities shall not require more than the following information:

- family name
- given names
- gender
- date and place of birth
- nationality
- physical characteristics
- photograph (authenticated)
- signature
- date of expiry (if any)
- issuing public authority.

**3.10.2 Standard.** When it is necessary for a seafarer to enter or leave a country as a passenger by any means of transportation for the purpose of:

- (a) joining his/her ship or transferring to another ship,
- (b) passing in transit to join his/her ship in another country, or for repatriation, or for any other purpose approved by the authorities of the country concerned,

public authorities shall accept from that seafarer in place of a passport the valid seafarer's identity document, when this document guarantees the readmission of the bearer to the country which issued the document.

3.10.3 **Recommended Practice.** Public authorities should not normally require presentation of individual identity documents or of information supplementing the seafarer's identity document in respect of members of the crew other than that given in the Crew List.

**B. Measures to facilitate clearance of passengers, crew and baggage**

3.11 **Recommended Practice.** Public authorities should, with the cooperation of shipowners and port authorities and/or port administration, take appropriate measures to the end that satisfactory port traffic flow arrangements may be provided so that passengers, crew and baggage can be cleared rapidly, should provide adequate personnel, and should ensure that adequate installations are provided, particular attention being paid to baggage loading, unloading and conveyance arrangements (including the use of mechanized systems) and to points where passenger delays are frequently found to occur. Arrangements should be made, when necessary, for passage under shelter between the ship and the point where the passenger and crew check is to be made. Such arrangements and installations should be flexible and capable of expansion to meet increased security measures during higher security levels.

3.11.1 **Recommended Practice.** Public authorities should:

- (a) in cooperation with shipowners and port authorities, introduce suitable arrangements, such as:
  - (i) an individual and continuous method of processing passengers and baggage;
  - (ii) a system which would permit passengers readily to identify and obtain their checked baggage as soon as it is placed in an area where it may be claimed; and
  - (iii) ensuring that facilities and services are available to meet the needs of elderly and disabled passengers;
- (b) ensure that port authorities take all necessary measures so that:
  - (i) easy and speedy access for passengers and their baggage, to and from local transport, is provided; and
  - (ii) if crews are required to report to premises for governmental purposes, those premises should be readily accessible, and as close to one another as practicable.

3.11.2 **Recommended Practice.** Public authorities should consider, as a means of ensuring prompt clearance, the introduction of the dual-channel system for the clearance of passengers, and their baggage and private road vehicles.

3.12 **Standard.** Public authorities shall require that shipowners ensure that ship's personnel take all appropriate measures which will help expedite arrival procedures for passengers and crew. These measures may include:

- (a) furnishing public authorities concerned with an advance message giving the best estimated time of arrival, followed by information as to any change in time, and stating the itinerary of the voyage where this may affect inspection requirements;

- (b) having ship's documents ready for prompt review;
- (c) providing for ladders or other means of boarding to be rigged while the ship is *en route* to berth or anchorage; and
- (d) providing for prompt, orderly assembling and presentation of persons on board, with necessary documents, for inspection, with attention to arrangements for relieving crew members for this purpose from essential duties in engine-rooms and elsewhere.

3.13 **Recommended Practice.** The practice of entering names on passenger and crew documents should be to put the family name or names first. Where both paternal and maternal family names are used, the paternal family name should be placed first. Where for married women both the husband's and wife's paternal family names are used, the husband's paternal family name should be placed first.

3.14 **Standard.** Public authorities shall, without unreasonable delay, accept persons present on board a ship for examination as to their admissibility into the State.

3.15 **Recommended Practice.** Public authorities should not impose unreasonable or disproportionate fines upon shipowners, in the event that any control document in possession of a passenger is found by public authorities to be inadequate, or if, for that reason, the passenger is found to be inadmissible to the State.

3.15.1 **Standard.** Public authorities shall encourage shipowners to take precautions at the point of embarkation with a view to ensuring that passengers are in possession of any control documents prescribed by the receiving or transit States.

3.15.2 **Standard.** When a person is found to be inadmissible and is removed from the territory of the State, the shipowner shall not be precluded from recovering, from such a person, any costs arising from his/her inadmissibility.

3.15.3 **Recommended Practice.** For use at marine terminals and on board ships in order to facilitate and expedite international maritime traffic, public authorities should implement or, where the matter does not come within their jurisdiction, recommend responsible parties in their country to implement standardized international signs and symbols developed or accepted by the Organization in cooperation with other appropriate international organizations and which, to the greatest extent practicable, are common to all modes of transport.

### C. **Special facilities for marine transport of elderly and disabled passengers**

3.16 **Recommended Practice.** Measures should be taken to ensure that all necessary information on transport and safety is readily available for passengers who have impaired hearing or vision.

3.17 **Recommended Practice.** For elderly and disabled passengers being set down or picked up at a terminal building, reserved points should be located as close as possible to main entrances. These should be clearly marked with appropriate signs. Access routes should be free of obstacles.

3.18 **Recommended Practice.** Where access to public services is limited, every effort should be made to provide accessible and reasonably priced public transportation services by adapting current and planned services or by providing special arrangements for passengers who have impaired mobility.

3.19 **Recommended Practice.** Provisions of suitable facilities should be made in terminals and on ships, as appropriate, to allow safe embarkation and disembarkation for elderly and disabled passengers.

**D. Facilitation for ships engaged on cruises and for cruise passengers**

3.20 **Standard.** Public authorities shall authorize granting of pratique by electronic means to a cruise ship when, on the basis of information received from it prior to its arrival, the health authority for the intended port of arrival is of the opinion that its arrival will not result in the introduction or spread of a quarantinable disease.

3.21 **Recommended Practice.** For cruise ships, the General Declaration, the Passenger List and the Crew List should be required only at the first port of arrival and final port of departure in a country, provided that there has been no change in the circumstances of the voyage.

3.22 **Standard.** For cruise ships, the Ship's Stores Declaration and the Crew's Effects Declaration shall be required only at the first port of arrival in a country.

3.23 **Standard.** Passports or other official documents of identity shall at all times remain in the possession of cruise passengers.

3.24 **Recommended Practice.** If a cruise ship stays at any port within the Contracting Government's territory for less than 72 hours, it should not be necessary for cruise passengers to have visas, except in special circumstances determined by the public authorities concerned.

3.25 **Standard.** Cruise passengers shall not be unduly delayed by the control measures exercised by public authorities.

3.26 **Standard.** In general, except for security purposes and for the purposes of establishing identity and admissibility, cruise passengers shall not be subject to personal examination by public authorities responsible for immigration control.

3.27 **Standard.** If a cruise ship calls consecutively at more than one port in the same country, passengers shall, in general, be examined by public authorities at the first port of arrival and at the final port of departure only.

3.28 **Recommended Practice.** To facilitate their prompt disembarkation, the inward control of passengers on a cruise ship, where practicable, should be carried out on board before arrival at the place of disembarkation.

3.29 **Recommended Practice.** Cruise passengers who disembark at one port and rejoin the same ship at another port in the same country should enjoy the same facilities as passengers who disembark and rejoin a cruise ship at the same port.

3.30 **Recommended Practice.** The Maritime Declaration of Health should be the only health control necessary for cruise passengers.

3.31 **Standard.** Duty-free ship's stores shall be allowed aboard ship for cruise passengers during the ship's stay in port.

3.32 **Standard.** Cruise passengers shall not normally be required to provide a written declaration for their personal effects. However, in the case of articles which involve a high amount of customs duties and other taxes and charges, a written declaration and a security may be required.

3.33 **Recommended Practice.** Cruise passengers should not be subject to any currency control.

3.34 **Standard.** Embarkation/disembarkation cards shall not be necessary for cruise passengers.

3.35 *Not in use.*

#### **E. Special measures of facilitation for passengers in transit**

3.36 **Standard.** A passenger in transit who remains on board the ship on which he or she arrived and departs with it shall not normally be subjected to routine control by public authorities except in extraordinary circumstances determined by the public authorities concerned.

3.37 **Recommended Practice.** A passenger in transit should be allowed to retain his/her passport or other identity document.

3.38 **Recommended Practice.** A passenger in transit who remains on board the ship on which he or she arrived and departs with it should not be required to complete a disembarkation/ embarkation card.

3.39 **Recommended Practice.** A passenger in transit who is continuing his/her journey from the same port in the same ship should normally be granted temporary permission to go ashore during the ship's stay in port if he/she so wishes subject to the public authorities' admissibility and visa requirements.

3.40 **Recommended Practice.** A passenger in transit who is continuing his/her journey from the same port in the same ship should not be required to have a visa, except in special circumstances determined by the public authorities concerned.

3.41 **Recommended Practice.** A passenger in transit who is continuing his/her journey from the same port in the same ship should not normally be required to give a written Customs Declaration.

3.42 **Recommended Practice.** A passenger in transit who leaves the ship at one port and embarks in the same ship at a different port in the same country should enjoy the same facilities as a passenger who arrives and departs in the same ship at the same port.

#### **F. Measures of facilitation for ships engaged in scientific services**

3.43 **Recommended Practice.** A ship engaged in scientific services carries personnel who are necessarily engaged on the ship for such scientific purposes of the voyage. If so identified, such personnel should be granted facilities at least as favourable as those granted to the crew members of that ship.

**G. Further measures of facilitation for foreigners belonging to the crews of ships engaged in international voyages – shore leave**

3.44 **Standard.** Crew members shall be allowed ashore by the public authorities while the ship on which they arrive is in port, provided that the formalities on arrival of the ship have been fulfilled and the public authorities have no reason to refuse permission to come ashore for reasons of public health, public safety or public order. Shore leave shall be allowed in a manner which excludes discrimination such as on the grounds of nationality, race, colour, sex, religion, political opinion, or social origin and irrespective of the flag State of the ship on which they are employed, engaged or work.

3.44**bis Standard.** In any case where permission for shore leave has been refused, the relevant public authorities shall communicate their reasons for shore leave denial to the seafarer concerned and the master. If requested by the seafarer concerned or the master, such reasons shall be provided in writing.

3.45 **Standard.** Crew members shall not be required to hold a visa for the purpose of shore leave.

3.46 **Recommended Practice.** Crew members, before going on or returning from shore leave, should not normally be subjected to personal checks.

3.47 **Standard.** Crew members shall not be required to have a special permit, e.g. a shore leave pass, for the purpose of shore leave.

3.48 **Recommended Practice.** If crew members are required to carry documents of identity with them when they are on shore leave, these documents should be limited to those mentioned in Standard 3.10.

3.49 **Recommended Practice.** Public authorities should provide a system of pre-arrival clearance to allow the crew of ships which call regularly at their ports to obtain advance approval for temporary shore leave. Where a ship has no adverse immigration record and is locally represented by a shipowner or a reputable agent of the shipowner, the public authorities should normally, after satisfactory consideration of such pre-arrival particulars as they may require, permit the ship to proceed directly to its berth and be subject to no further routine immigration formalities, unless otherwise required by the public authorities.

**Section 4 – Stowaways**

**A. General Principles**

4.1 **Standard.** The provisions in this section shall be applied in accordance with international protection principles as set out in international instruments, such as the UN Convention relating to the Status of Refugees of 28 July 1951 and the UN Protocol relating to the Status of Refugees of 31 January 1967, and relevant national legislation.

4.2 **Standard.** Public authorities, port authorities, shipowners and masters shall cooperate to the fullest extent possible in order to prevent stowaway incidents and to resolve stowaway cases expeditiously and secure that an early return or repatriation of the stowaway will take place. All appropriate measures shall be taken in order to avoid situations where stowaways must stay on board ships for an unreasonable amount of time.

**B. Preventive measures**

**4.3 Ship/Port preventive measures**

**4.3.1 Port/terminal authorities**

4.3.1.1 **Standard.** Contracting Governments shall ensure that the necessary infrastructure, and operational and security arrangements for the purpose of preventing persons attempting to stowaway on board ships from gaining access to port installations and to ships, are established in all their ports, taking into consideration when developing these arrangements the size of the port, and what type of cargo is shipped from the port. This should be done in close cooperation with relevant public authorities, shipowners and shoreside entities, with the aim of preventing stowaway occurrences in the individual port.

4.3.1.2 **Recommended Practice.** Operational arrangements and/or port facility security plans should at least be equivalent to those contained in the relevant text of section B/16 of the ISPS Code.

#### **4.3.2 Shipowner/Master**

4.3.2.1 **Standard.** Contracting Governments shall require that shipowners and masters, as well as other responsible persons have security arrangements in place which, as far as practicable, will prevent intending stowaways from getting aboard the ship, and, if this fails, as far as practicable, will detect them before the ship leaves port.

4.3.2.2 **Recommended Practice.** When calling at ports and during stay in ports, where there is risk of stowaway embarkation, operational arrangements and/or ship security plans should at least be equivalent to those contained in the relevant text of paragraph B/9 of the ISPS Code.

4.3.2.3 **Standard.** Contracting Governments shall require that ships entitled to fly their flag, except passenger ships, when departing from a port, where there is risk of stowaway embarkation, have undergone a thorough search in accordance with a specific plan or schedule, and with priorities given to places where stowaways might hide taking into account the specific ship type and its operations. Search methods which are likely to harm secreted stowaways shall not be used.

4.3.2.4 **Standard.** Contracting Governments shall require that fumigation or sealing of ships entitled to fly their flag may not be carried out until a search which is as thorough as practicable of the areas to be fumigated or sealed has taken place in order to ensure that no stowaways are present in those areas.

#### **4.3.3 National Sanctions**

4.3.3.1 **Standard.** Where appropriate, Contracting Governments shall incorporate into their national legislation legal grounds to allow prosecution of stowaways, attempted stowaways and any individual or company aiding a stowaway or an attempted stowaway with the intention to facilitate access to the port area, any ship, cargo or freight containers.

### **C. *Treatment of the stowaway while on board***

#### **4.4 General principles – Humane treatment**

4.4.1 **Standard.** Stowaway incidents shall be dealt with consistent with humanitarian principles, including those mentioned in Standard 4.1. Due consideration must always be given to the operational safety of the ship and the safety and wellbeing of the stowaway.

4.4.2 **Standard.** Contracting Governments shall require that masters operating ships entitled to fly their flag take appropriate measures to ensure the security, general health, welfare and safety of the stowaway while he/she is on board, including providing him/her with adequate provisioning, accommodation, proper medical attention and sanitary facilities.

#### **4.5 Work on board**

4.5.1 **Standard.** Stowaways shall not be permitted to work on board the ship, except in emergency situations or in relation to the stowaway's accommodation and provisioning on board.

#### **4.6 Questioning and notification by the master**

4.6.1 **Standard.** Contracting Governments shall require masters to take practicable steps to establish the identity, including nationality/citizenship of the stowaway and the port of embarkation of the stowaway, and to notify the existence of the stowaway along with relevant details to the public authorities of the first planned port of call. This information shall also be provided to the shipowner, public authorities at the port of embarkation, the flag State and, if necessary, subsequent ports of call.

4.6.2 **Recommended Practice.** When gathering relevant details for notification, masters should use the form as specified in appendix 3.

4.6.3 **Standard.** Contracting Governments shall instruct masters operating ships entitled to fly their flag that when a stowaway declares himself/herself to be a refugee, this information shall be treated as confidential to the extent necessary for the security of the stowaway.

#### **4.7 Notification to the International Maritime Organization**

4.7.1 **Standard.** Public authorities shall report all stowaway incidents of which they become aware to the Secretary-General of the International Maritime Organization.

#### ***D. Deviation from the planned route***

4.8 **Standard.** Public authorities shall urge all shipowners operating ships entitled to fly their flag to instruct their masters not to deviate from the planned voyage to seek the disembarkation of stowaways discovered on board the ship after it has left the territorial waters of the country where the stowaways embarked, unless:

- permission to disembark the stowaway has been granted by the public authorities of the State to whose port the ship deviates; or
- repatriation has been arranged elsewhere with sufficient documentation and permission for disembarkation; or
- there are extenuating safety, security, health or compassionate reasons; or
- attempts to disembark in other ports on the planned voyage have failed and deviation is necessary in order to avoid that the stowaway remain on board for a significant period of time.

#### ***E. Disembarkation and return of a stowaway***

#### **4.9 The State of the first port of call according to the voyage plan**

4.9.1 **Standard.** Public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall decide in accordance with national legislation whether the stowaway is admissible to that State and shall do their utmost to cooperate with the parties involved in resolving the issue.

4.9.2 **Standard.** Public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall allow disembarkation of the stowaway, when the stowaway is in possession of valid travel documents for return, and the public authorities are satisfied that timely arrangements have been or will be made for repatriation and all the requisites for transit fulfilled.

4.9.3 **Standard.** Public authorities in the country of the ship's first scheduled port of call after discovery of a stowaway shall allow disembarkation of the stowaway when the public authorities are satisfied that they or the shipowner will obtain valid travel documents, make timely arrangements for repatriation of the stowaway, and fulfil all the requisites for transit. Public authorities shall, further, favourably consider allowing disembarkation of the stowaway, when it is impracticable for the stowaway to remain on the ship or other factors exist which would preclude the stowaway remaining on the ship. Such factors may include, but are not limited to, when:

- a case is unresolved at the time of sailing of the ship; or
- the presence on board of the stowaway would endanger the safe operation of the ship, the health of the crew or the stowaway.

#### 4.10 Subsequent ports of call

4.10.1 **Standard.** When disembarkation of a stowaway has failed in the first scheduled port of call after discovery of the stowaway, public authorities of subsequent ports of call shall examine the stowaway as for disembarkation in accordance with Standards 4.9.1, 4.9.2 and 4.9.3.

#### 4.11 State of Nationality or Right of Residence

4.11.1 **Standard.** Public authorities shall in accordance with international law accept the return of stowaways with full nationality/citizenship status or accept the return of stowaways who in accordance with their national legislation have a right of residence in their State.

4.11.2 **Standard.** Public authorities shall, when possible, assist in determining the identity and nationality/citizenship of stowaways claiming to be a national or having a right of residence in their State. Where possible, the local embassy, consulate or other diplomatic representation of the country of the stowaway's nationality will be required to assist in verifying the stowaway's nationality and providing emergency travel documentation.

#### 4.12 State of Embarkation

4.12.1 **Standard.** When it has been established to their satisfaction that stowaways have embarked a ship in a port in their State, public authorities shall accept for examination such stowaways being returned from their point of disembarkation after having been found inadmissible there. The public authorities of the State of embarkation shall not return such stowaways to the country where they were earlier found to be inadmissible.

4.12.2 **Standard.** When it has been established to their satisfaction that attempted stowaways have embarked a ship in a port in their State, public authorities shall accept disembarkation of attempted stowaways, and of stowaways found on board the ship while it is still in their territorial waters or if applicable according to the national legislation of that State in the area of immigration jurisdiction of that State. No penalty or charge in respect of detention or removal costs shall be imposed on the shipowner.

4.12.3 **Standard.** When an attempted stowaway has not been disembarked at the port of embarkation, he/she is to be treated as a stowaway in accordance with the regulation of this section.

#### 4.13 The flag State

4.13.1 **Standard.** The public authorities of the flag State of the ship shall assist and cooperate with the master/shipowner or the appropriate public authority at ports of call in:

- identifying the stowaway and determining his/her nationality;
- making representations to the relevant public authority to assist in the removal of the stowaway from the ship at the first available opportunity; and
- making arrangements for the removal or repatriation of the stowaway.

#### 4.14 Return of stowaways

4.14.1 **Recommended Practice.** When a stowaway has inadequate documents, public authorities should, whenever practicable and to an extent compatible with national legislation and security requirements, issue a covering letter with a photograph of the stowaway and any other important information or, alternatively, a suitable travel document accepted by the public authorities involved. The covering letter, authorizing the return of the stowaway either to his/her country of origin or to the point where the stowaway commenced his/her journey, as appropriate, by any means of transportation and specifying any other conditions imposed by the authorities, should be handed over to the operator affecting the removal of the stowaway. This letter will include information required by the authorities at transit points and/or the point of disembarkation.

4.14.2 **Recommended Practice.** Public authorities in the State where the stowaway has disembarked should contact the relevant public authorities at transit points during the return of a stowaway, in order to inform them of the status of the stowaway. In addition public authorities in countries of transit during the return of any stowaway should allow, subject to normal visa requirements and national security concerns, the transit through their ports and airports of stowaways travelling under the removal instructions or directions of public authorities of the country of the port of disembarkation.

4.14.3 **Recommended Practice.** When a port State has refused disembarkation of a stowaway, that State should, without undue delay, notify the flag State of the ship carrying the stowaway of the reasons for refusing disembarkation.

#### 4.15 Cost of return and maintenance of stowaways

4.15.1 **Recommended Practice.** The public authorities of the State where a stowaway has been disembarked should generally inform the shipowner on whose ship the stowaway was found, as far as practicable, of the level of cost of detention and return and any additional costs for the documentation of the stowaway, if the shipowner is to cover these costs. In addition, public authorities should cooperate with the shipowner to keep such costs to a minimum as far as practicable and according to national legislation, if they are to be covered by the shipowner.

4.15.2 **Recommended Practice.** The period during which shipowners are held liable to defray costs of maintenance of a stowaway by public authorities in the State where the stowaway has been disembarked should be kept to a minimum.

4.15.3 **Standard.** Public authorities shall, according to national legislation, consider mitigation of penalties against ships where the master of the ship has properly declared the existence of a stowaway to the appropriate authorities in the port of arrival, and has shown that all reasonable preventive measures had been taken to prevent stowaways gaining access to the ship.

4.15.4 **Recommended Practice.** Public authorities should, according to national legislation, consider mitigation of other charges that might otherwise be applicable, when shipowners have cooperated with the control authorities to the satisfaction of those authorities in measures designed to prevent the transportation of stowaways.

## **Section 5 – Arrival, stay and departure of cargo and other articles**

This section contains the provisions concerning the formalities required by public authorities from the shipowner, his/her agent or the master of the ship.

### **A. General**

5.1 **Recommended Practice.** Public authorities should, with the cooperation of shipowners, port authorities and port facilities and terminals, take appropriate measures to ensure that port time may be kept to a minimum, should provide satisfactory port traffic flow arrangements, and should frequently review all procedures in connection with the arrival and departure of ships, including arrangements for embarkation and disembarkation, loading and unloading, servicing and the like and the security measures associated therewith. They should also make arrangements whereby cargo ships and their loads can be entered and cleared, in so far as may be practicable, at the ship working area.

5.2 **Recommended Practice.** Public authorities should, with the cooperation of shipowners, port authorities and port facilities and terminals, take appropriate measures to ensure that satisfactory port traffic flow arrangements are provided so that handling and clearance procedures for cargo will be smooth and uncomplicated. These arrangements should cover all phases from the time the ship arrives at the dock for unloading and public authority clearance, and also free zones, storage facilities, warehousing and onward movement of cargo if required. There should be convenient and direct access between the free zone, storage facilities and cargo warehouse and the public authority clearance area, which should be located close to the dock area with, whenever possible, easy access and transfer capabilities and infrastructure.

5.3 **Recommended Practice.** Public authorities should encourage owners and/or operators of marine cargo terminals to equip them with storage facilities for special cargo (e.g. valuable goods, perishable shipments, human remains, radioactive and other dangerous goods, as well as live animals), as appropriate; those areas of marine cargo terminals in which general and special cargo and postal items are stored prior to shipment by sea or importation should implement access control measures at least equivalent to those contained in the relevant text of paragraph B/16 of the ISPS Code.

5.3*bis* **Recommended Practice.** Public authorities should require only a minimum of data necessary for the identification of the cargo that is to be placed in storage prior to release or re-export or importation, and should, whenever available, use the information contained in the pre-arrival declaration for this purpose.

5.4 **Standard.** A Contracting Government which continues to require export, import and transshipment licences or permits for certain types of goods shall establish simple procedures whereby such licences or permits can be obtained and renewed rapidly.

5.5 **Recommended Practice.** When the nature of a consignment could attract the attention of different agencies authorized to carry out inspections, such as customs and veterinary or sanitary controllers, Contracting Governments should authorize either customs or one of the other agencies to carry out the required procedures or, where that is not feasible, take all necessary steps to ensure that such inspections are carried out simultaneously at one place and with a minimum of delay and whenever possible carried out upon prior coordination with the party having custody of the consignment.

5.6 **Recommended Practice.** Public authorities should provide simplified procedures for the prompt clearance of private gift packages and trade samples not exceeding a certain value or quantity which should be set at as high a level as possible.

## B. Clearance of cargo

5.7 **Standard.** Public authorities shall, subject to compliance with any national prohibitions or restrictions and any measures required for port security or the prevention of trafficking of narcotics, grant priority clearance to live animals, perishable goods and other consignments of an urgent nature.

5.7.1 **Recommended Practice.** In order to protect the quality of goods awaiting clearance, public authorities should, in collaboration with all the concerned parties, take all measures to permit practical, safe and reliable storage of goods at the port.

5.8 **Recommended Practice.** Contracting Governments should facilitate the temporary admission of specialized cargo-handling equipment arriving by ships and used on shore at ports of call for loading, unloading and handling cargo.

5.9 *Not in use.*

5.10 **Recommended Practice.** Public authorities should provide procedures for the clearance of cargo based on the relevant provisions of and associated guidelines to the *International Convention on the simplification and harmonization of Customs procedures – the revised Kyoto Convention*.

5.10.1 **Recommended Practice.** Public authorities should introduce simplified procedures for authorized persons allowing:

- (a) release of the goods on the provision of the minimum information necessary to identify the goods, to accurately identify and assess risk as it relates to concerns such as health, safety and security, and permit the subsequent completion of the final goods declaration;
- (b) clearance of the goods at the declarants premises or another place authorized by the relevant public authority; and
- (c) submission of a single goods declaration for all imports or exports in a given period where goods are imported or exported frequently by the same person.

5.11 **Standard.** Public authorities shall limit physical interventions to the minimum necessary to ensure compliance with applicable law.

5.12 **Recommended Practice.** Public authorities should, on the basis of a valid request, conduct physical examinations of cargo, where necessary, at the point where it is loaded into its means of transport and while loading is in progress, either at the dockside or, in the case of unitized cargo, at the place where the freight container is packed and sealed.

5.13 **Standard.** Public authorities shall ensure that requirements for collection of statistics do not significantly reduce the efficiency of maritime trade.

5.14 **Recommended Practice.** Public authorities should use systems for the electronic exchange of information for the purposes of obtaining information in order to accelerate and simplify storage, clearance and re-export processes.

5.14.1 **Recommended Practice.** Public authorities should quickly terminate the transit procedure covering goods from another State awaiting loading.

### **C. Freight containers and pallets**

5.15 **Standard.** Public authorities shall, in conformity with their respective regulations, permit the temporary admission of freight containers, pallets and freight container equipment and accessories that are affixed to the container or are being transported separately without payment of customs duties and other taxes and charges and shall facilitate their use in maritime traffic.

5.16 **Recommended Practice.** Public authorities should provide in their regulations, referred to in Standard 5.15, for the acceptance of a simple declaration to the effect that temporarily imported freight containers, pallets and freight container equipment and accessories will be re-exported within the time limit set by the State concerned. Such declaration may take the form of an oral declaration or any other act acceptable to the authorities.

5.17 **Standard.** Public authorities shall permit freight containers, pallets and freight container equipment and accessories entering the territory of a State under the provisions of Standard 5.15 to depart the limits of the port of arrival for clearance of imported cargo and/or loading of export cargo under simplified control procedures and with a minimum of documentation.

5.18 **Standard.** Contracting Governments shall permit the temporary admission of component parts of freight containers without payment of customs duties and other taxes and charges when these parts are needed for the repair of freight containers already admitted under the terms of Standard 5.15.

### **D. Cargo not discharged at the port of intended destination**

5.19 **Standard.** Where any cargo listed on the Cargo Declaration is not discharged at the port of intended destination, public authorities shall permit amendment of the Cargo Declaration and shall not impose penalties if satisfied that the cargo was not in fact loaded on the ship, or, if loaded, was landed at another port.

5.20 **Standard.** When, by error or for another valid reason, any cargo is discharged at a port other than the port of intended destination, public authorities shall facilitate reloading or onward movement to its intended destination. This provision does not apply to prohibited or restricted cargo.

### **E. Limitation of shipowner's responsibilities**

5.21 **Standard.** Public authorities shall not require a shipowner to place special information for use of such authorities on a transport document or a copy thereof, unless the shipowner is, or is acting for, the importer or exporter.

5.22 **Standard.** Public authorities shall not hold the shipowner responsible for the presentation or accuracy of documents which are required of the importer or exporter in connection with the clearance of cargo, unless the shipowner is, or is acting for, the importer or exporter.

5.23 **Standard.** The shipowner shall be obliged to provide the information regarding the entry or exit of goods known to the shipowner at the time of lodging such data and as set out in the transport document that evidences the bill of lading. Thus, the shipowner can base the lodgement on data provided by the shipper customer, unless the shipowner has reason to believe that the data provided is untrue.

5.24 **Recommended Practice.** Public authorities should implement regulations pursuant to which the person who initiates and contractually agrees with a party (e.g. a consolidator, a freight forwarder or a shipowner) for the carriage of a maritime cargo shipment to the territory of another State must provide complete and accurate cargo shipment information to that party.

## **Section 6 – Public health and quarantine, including sanitary measures for animals and plants**

6.1 **Standard.** Public authorities of a State not Party to the International Health Regulations shall endeavour to apply the relevant provisions for these Regulations to international shipping.

6.2 **Recommended Practice.** Contracting Governments having certain interests in common owing to their health, geographical, social or economic conditions should conclude special arrangements pursuant to article 85 of the International Health Regulations when such arrangements will facilitate the application of those Regulations.

6.3 **Recommended Practice.** Where Sanitary Certificates or similar documents are required in respect of shipments of certain animals, plants or products thereof, such certificates and documents should be simple and widely publicized and Contracting Governments should cooperate with a view to standardizing such requirements.

6.4 **Recommended Practice.** Public authorities should authorize granting of pratique by electronic means to a ship when, on the basis of information received from it prior to its arrival, the health authority for the intended port of arrival is of the opinion that its arrival will not result in the introduction or spread of a quarantinable disease. Health authorities should as far as practicable be allowed to join a ship prior to entry of the ship into port.

6.4.1 **Standard.** Public authorities shall seek the cooperation of shipowners to ensure compliance with any requirement that illness on a ship is to be reported promptly by electronic means to health authorities for the port for which the ship is destined, in order to facilitate provision for the presence of any special medical personnel and equipment necessary for health procedures on arrival.

6.5 **Standard.** Public authorities shall make arrangements to enable all travel agencies and others concerned to make available to passengers, sufficiently in advance of departure, lists of the vaccinations required by the public authorities of the countries concerned, as well as vaccination certificate forms conforming to the International Health Regulations. Public authorities shall take all possible measures to have vaccinators use the International Certificates of Vaccination or Re-Vaccination in order to assure uniform acceptance.

6.6 **Recommended Practice.** Public authorities should provide facilities for the completion of International Certificates of Vaccination or Re-Vaccination as well as facilities for vaccination at as many ports as feasible.

6.7 **Standard.** Public authorities shall ensure that sanitary measures and health formalities are initiated forthwith, completed without delay, and applied without discrimination.

6.8 **Recommended Practice.** To ensure, inter alia, efficient maritime traffic, public authorities should maintain at as many ports as feasible adequate facilities for the administration of public health, animal and agricultural quarantine measures.

6.9 **Standard.** There shall be maintained readily available at as many ports in a State as feasible such medical facilities as may be reasonable and practicable for the emergency treatment of crews and passengers.

6.10 **Standard.** Except in the case of an emergency constituting a grave danger to public health, a ship which is not infected or suspected of being infected with a quarantinable disease shall not, on account of any other epidemic disease, be prevented by the health authorities for a port from discharging or loading cargo or stores or taking on fuel or water.

6.11 **Recommended Practice.** Shipments of animals, animal raw materials, crude animal products, animal foodstuffs and quarantinable plant products should be permitted in specified circumstances and when the certification requirements have been met at the time of discharge.

## **Section 7 – Miscellaneous provisions**

### **A. Bonds and other forms of security**

7.1 **Recommended Practice.** Where public authorities require bonds or other forms of security from shipowners to cover liabilities under the customs, immigration, public health, agricultural quarantine or similar laws and regulations of a State, they should permit the use of a single comprehensive bond or other form of security wherever possible.

### **B. Services at ports**

7.2 **Recommended Practice.** The normal services of public authorities at a port should be provided without charge during normal working hours. Public authorities should establish normal working hours for their services at ports consistent with the usual periods of substantial workload.

7.3 **Standard.** Contracting Governments shall adopt all practicable measures to organize the normal services of public authorities at ports in order to avoid unnecessary delay of ships after their arrival or when ready to depart and reduce the time for completion of formalities to a minimum, provided that sufficient notice of estimated time of arrival or departure shall be given to the public authorities.

7.4 **Standard.** No charge shall be made by a health authority for any medical examination, or any supplementary examination, whether bacteriological or otherwise, carried out at any time of the day or night, if such examination is required to ascertain the health of the person examined, nor for visit to and inspection of a ship for quarantine purposes except inspection of a ship for the issue of a Ship Sanitation Control Certificate or Ship Sanitation Control Exemption Certificate, nor shall a charge be made for any vaccination of a person arriving by ship nor for a certificate thereof. However, where measures other than these are necessary in respect of a ship or its passengers or crew and charges are made for them by a health authority, such charges shall be made in accordance with a single tariff which shall be uniform to the territory concerned and they shall be levied without distinction as to the nationality, domicile or residence of any person concerned or as to the nationality, flag, registry or ownership of the ship.

7.5 **Recommended Practice.** When the services of public authorities are provided outside the regular working hours referred to in Recommended Practice 7.2, they should be provided on terms which shall be moderate and not exceed the actual cost of the services rendered.

7.6 **Standard.** Where the volume of traffic at a port warrants, public authorities shall ensure that services are provided for the accomplishment of the formalities in respect of cargo and baggage, regardless of value or type.

7.7 **Recommended Practice.** Contracting Governments should endeavour to make arrangements whereby one Government will permit another Government certain facilities before or during the voyage to examine ships, passengers, crew, baggage, cargo and documentation for customs, immigration, public health, plant and animal quarantine purposes when such action will facilitate clearance upon arrival in the latter State.

### C. Emergency assistance

7.8 **Standard.** Public authorities shall facilitate the arrival and departure of ships engaged in:

- disaster relief work;
- the rescue of persons in distress at sea in order to provide a place of safety for such persons;
- the combating or prevention of marine pollution; or
- other emergency operations designated to enhance maritime safety, the safety of life at sea, the safety of the population or the protection of the marine environment.

7.9 **Standard.** Public authorities shall, to the greatest extent possible, facilitate the entry and clearance of persons, cargo, material and equipment required to deal with situations described in Standard 7.8.

7.10 **Standard.** Public authorities shall grant prompt customs clearance of specialized equipment needed to implement security measures.

### D. National facilitation committees

7.11 **Recommended Practice.** Each Contracting Government should consider establishing, in close cooperation with the maritime industry, a national maritime transport facilitation programme based on the facilitation requirements of this annex and ensure that the objective of its facilitation programme should be to adopt all practical measures to facilitate the movement of ships, cargo, crews, passengers, mail and stores, by removing unnecessary obstacles and delays.

7.12 **Recommended Practice.** Each Contracting Government should establish a national maritime transport facilitation Committee or a similar national coordinating body, for the encouragement of the adoption and implementation of facilitation measures, between governmental departments, agencies and other organizations concerned with, or responsible for, various aspects of international maritime traffic, as well as port authorities, port facilities and terminals and shipowners.

APPENDIX 1

**GENERAL DECLARATION**  
(IMO FAL Form 1)

		<input type="checkbox"/> Arrival	<input type="checkbox"/> Departure
1.1 Name and type of ship		1.2 IMO number	
1.3 Call sign		1.4 Voyage number	
2. Port of arrival/departure		3. Date and time of arrival/departure	
4. Flag State of ship	5. Name of master	6. Last port of call/Next port of call	
7. Certificate of registry (Port; date; number)		8. Name and contact details of ship's agent	
9. Gross tonnage	10. Net tonnage		
11. Brief particulars of voyage (previous and subsequent ports of call; underline where remaining cargo will be discharged)			
12. Brief description of the cargo			
13. Number of crew	14. Number of passengers	15. Remarks	
Attached documents (indicate number of copies)			
16. Cargo Declaration	17. Ship's Stores Declaration		
18. Crew List	19. Passenger List	20. The ship's requirements in terms of waste and residue reception facilities	
21. Crew's Effects Declaration (only on arrival)	22. Maritime Declaration of Health (only on arrival)		
23. Date and signature by master, authorized agent or officer			

For official use

**CARGO DECLARATION**  
(IMO FAL Form 2)

		Arrival	Departure	Page Number	
1.1 Name of ship		1.2 IMO number			
1.3 Voyage number		2. Port where report is made			
3. Flag State of ship		4. Name of master			
5. Port of loading/Port of discharge					
B/L No.	6. Marks and Numbers	7. Number and kind of packages; description of goods or, if available, the HS Code		8. Gross weight	9. Measurement
10. Date and signature by master, authorized agent or officer					

**SHIP'S STORES DECLARATION**  
(IMO FAL Form 3)

		Arrival	Departure	Page Number
1.1 Name of ship		1.2 IMO number		
1.3 Call sign		1.4 Voyage number		
2. Port of arrival/departure		3. Date of arrival/departure		
4. Flag State of ship		5. Last port of call/Next port of call		
6. Number of persons on board		7. Period of stay		
8. Name of article	9. Quantity	10. Location on board		11. Official use
12. Date and signature by master, authorized agent or officer				

**CREW'S EFFECTS DECLARATION**  
(IMO FAL Form 4)

Page Number

1.1 Name of ship			1.2 IMO number		
1.3 Call sign			1.4 Voyage number		
2. Flag State of ship					
3. No.	4. Family name	5. Given names	6. Rank or rating	7. Effects ineligible for relief from customs duties and taxes or subject to prohibitions or restrictions	8. Signature
9. Date and signature by master, authorized agent or officer					





**DANGEROUS GOODS MANIFEST**  
(IMO FAL Form 7)

(As required by SOLAS 74, chapter VII, regulations 4.2 and 7-2.2, MARPOL, Annex III, regulation 4.2 and chapter 5.4, paragraph 5.4.3.1 of the IMDG Code)

1.1 Name of ship		1.2 IMO number		1.3 Call sign		Page Number				
1.4 Voyage number			2. Flag State of ship			4. Port of discharge				
5. Stowage Position	6. Reference Number	7. Marks & Numbers - Freight container Identification No(s) - Vehicle registration No(s).	8. UN Number	9. Proper Shipping Name/(Technical Specifications)	10. Class/ (Subsidiary Risk(s))	11. Packing Group	12. Additional Information/Marine Pollutant/Flash point/etc.	13. Number and kind of packages	14. Mass (kg) or Volume (L)	15. Ems
16. Shipping Agent										
16.1 Place and date										
Signature of Agent										



نسخة صادقة مصدقة من نصّ التعديلات على مرفق اتفاقية تسهيل حركة الملاحة البحرية لعام 1965 ، الذي اعتمده لجنة التسهيلات التابعة للمنظمة البحرية الدولية في دورتها الأربعين ، في 8 نيسان/أبريل 2016 ، بموجب المادة VII(2)(أ) من الاتفاقية ، ويرد في مرفق القرار FAL.12(40) ، وقد أودع النصّ الأصلي لدى الأمين العام للمنظمة البحرية الدولية .

此件系便利委员会在其第四十届会议上，于 2016 年 4 月 8 日按照公约第 VII(2)(a)条所通过并载于第 FAL.12(40)号决议附件中的《1965 年便利国际海上运输公约》附则修正案文本的核证无误副本。其正本交存于国际海事组织秘书长。

CERTIFIED TRUE COPY of the text of the amendments to the Annex to the Convention on Facilitation of International Maritime Traffic, 1965, adopted on 8 April 2016 by the Facilitation Committee at its fortieth session, in accordance with article VII (2)(a) of the Convention and set out in the annex to resolution FAL.12(40), the original text of which is deposited with the Secretary-General of the International Maritime Organization.

COPIE CERTIFIÉE CONFORME du texte des amendements à l'Annexe de la Convention visant à faciliter le trafic maritime international, 1965, adoptés le 8 avril 2016 par le Comité de la simplification des formalités à sa quarantième session, conformément à l'article VII 2) a) de de la Convention, tel qu'il figure en annexe à la résolution FAL.12(40) et dont l'original est déposé auprès du Secrétaire général de l'Organisation maritime internationale.

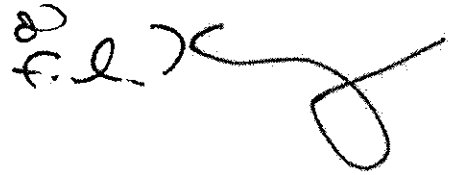
ЗАВЕРЕННАЯ КОПИЯ текста поправок к Приложению к Конвенции по облегчению международного морского судоходства 1965 года, одобренных 8 апреля 2016 года Комитетом по упрощению формальностей на его сороковой сессии в соответствии со статьей VII 2) а) Конвенции и изложенных в приложении к резолюции FAL.12(40), подлинник которых сдан на хранение Генеральному секретарю Международной морской организации.

COPIA AUTÉNTICA CERTIFICADA del texto de las enmiendas al Anexo del Convenio para facilitar el tráfico marítimo internacional, 1965, adoptadas el 8 de abril de 2016 por el Comité de facilitación en su 40º periodo de sesiones, de conformidad con el artículo VII 2) a) del Convenio, tal como figuran en el anexo de la resolución FAL.12(40), cuyos originales se han depositado ante el Secretario General de la Organización Marítima Internacional.

عن الأمين العام للمنظمة البحرية الدولية :

代表国际海事组织秘书长：

For the Secretary-General of the International Maritime Organization:  
Pour le Secrétaire général de l'Organisation maritime internationale :  
За Генерального секретаря Международной морской организации:  
Por el Secretario General de la Organización Marítima Internacional:



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London,  
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27 September 2016

