Amended Guidance for Approval of Service Suppliers

Dec. 2019



- Main Amendments -

(1) Effective date : 1 Jan. 2020 (Date of which the application for survey is submitted)

 • Reflected IACS UR Z17(Rev.14 Mar 2019)

(1) Effective date : 1 Jan. 2020

(Date of which application for survey is submitted)

Present	Amendments
Appendix Part A - Approval of Service Suppliers listed in IACS Z17	Appendix Part A - Approval of Service Suppliers listed in IACS Z17
1.~ 4. 〈omitted〉	1.~ 4. 〈omitted〉
5. Firms engaged in servicing life saving appliances	5. Firms engaged in servicing life saving appliances
5.1 Firms engaged in servicing inflatable liferafts, inflatable lifejackets, hydrostatic release units, inflatable rescue boats, marine evacuation systems(Z17 Annex 1-5)	5.1 Firms engaged in servicing inflatable liferafts, inflatable lifejackets, hydrostatic release units, inflatable rescue boats, marine evacuation systems(Z17 Annex 1-5)
<pre></pre>	〈same as current Guidance〉
5.2. Firms engaged in the servicing and maintenance of lifeboats, launching appli- ances, on-load release gear and davit-launched liferaft automatic release hooks(Z17 Annex 1-13)	5.2. Firms engaged in maintenance, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear (Z17 Annex 1-13) (2020)
5.2.1 Extent of engagement Servicing and maintenance of lifeboats, launching appliances, on-load release gear and davit-launched liferaft automatic release hooks.	 5.2.1 Extent of engagement Maintenance, thorough examination, operational testing, overhaul and repair of: .1 lifeboats (including free-fall lifeboats), rescue boats and fast rescue boats; and .2 launching appliances and on-load and off-load release gear for lifeboats (including primary and secondary means of launching appliances for free-fall lifeboats), rescue boats and davit-launched liferafts.
 5.2.2 Extent of Approval The contents of this procedure apply equally to <u>manufacturers</u> when they are acting as Service Suppliers. Any Service Supplier engaged in <u>the thorough examination, operational testing, repair and overhaul of lifeboats, launching appliances, on-load release gear and davit-launched liferaft automatic release hooks carried out in accordance with SOLAS Reg. III/20 should be <u>qualified in</u> these operations for each make and type of equipment for which they provide the service, and provide manufacturers documentary evidence that they have been so authorized or they are certified in accordance with MSC.1/Circ.1277, as amended.</u> 	 5.2.2 Extent of Approval (1) The contents of this procedure apply equally to manufacturers <u>or ship's operator</u> when they are acting as Service Suppliers. (2) Any Service Supplier engaged in <u>maintenance</u>, thorough examination, operational testing, overhaul and repair of lifeboats and rescue boats, launching appliances and release gear carried out in accordance with SOLAS Reg. III/20 shall be <u>approved for</u> these operations for each make and type of equipment for which they provide the service in accordance with <u>IMO Res. MSC.402(96)/Corr.1 (annex, section7).</u> (3) Such approval shall include, as a minimum: employment and documentation of personnel certified in accordance with a recognized national, international or industry standard as applicable, or an equipment manufacturer's established certification program. In either case, the certification program shall be based on the paragraph 5.2.3 for each make and type of equipment for which service is to be provided; and, compliance with provisions of paragraphs 5.2.4, 5.2.5 and 5.2.6

Present	Amendments
(3) In cases where an equipment manufacturer is no longer in business or no longer provides technical support, Service Suppliers may be <u>au-thorized</u> for the equipment on the basis of prior <u>authorization</u> for the equipment and/or long term experience and demonstrated expertise as an <u>authorized</u> Service Supplier.	(4) In cases where an equipment manufacturer is no longer in business or no longer provides technical support, Service Suppliers may be <u>approved</u> for the equipment on the basis of prior <u>approval</u> for the equipment and/or long term experience and demonstrated expertise as an <u>approved</u> Service Supplier.
5.2.3 <u>Qualifications and Training</u> of Personnel Service Suppliers should be trained and qualified in the operations for which they are authorized, for each make and type of equipment for which they provide the service. Such training and qualification should include, as a mi- imum:	 5.2.3 <u>Certification</u> of Personnel (1) <u>Personnel for the work specified in 5.2.1 shall be certified by the manufacturer or the Service Supplier for each make and type of the equipment to be worked on. Approved Service Supplier is allowed to certify its own personnel (i.e. employed by the same Service Supplier) only.</u>
(1) Employment and documentation of personnel certified in accordance with a recognized national, international or industry standard as applicable, or an equipment manufacturer's established certification program. In either case, the certification program should be based on the guidelines in the appendix for each make and type of equipment for which service is to be provided.	
 (2) The education <u>and training</u> for initial certification of personnel should be documented and address, as a minimum: (A) Causes of <u>lifeboat</u> accidents (B) Relevant rules and regulations, including International Conventions (C) Design and construction of <u>lifeboats</u>, including <u>on-load</u> release gear and launching appliances (D) Education and practical training in the procedures <u>specified in annex 1 of MSC.1/Circ. 1206/ Rev.1</u> for which certification is sought (E) Detailed procedures for thorough examination, operational testing, repair and overhaul of <u>lifeboats</u>, launching appliances and <u>on-load</u> release gear, as applicable; <u>and</u> (F) Procedures for issuing a report of service and statement of fitness for purpose <u>based on MSC.1/Circ.1206/Rev.1</u>(annex <u>1</u>, paragraph <u>15</u>) (newly added) 	 (2) The education for initial certification of personnel should be documented and address, as a minimum: (A) Causes of lifeboat <u>and rescue boat</u> accidents (B) Relevant rules and regulations, including International Conventions (C) Design and construction of <u>lifeboats (including free-fall lifeboats), rescue boats and fast rescue boats</u>, including <u>on load</u> release gear and launching appliances (D) Education and practical training in the procedures specified in <u>section 6 of the</u> annex to <u>IMO Res. MSC.402(96)/Corr.1</u> for which certification is sought (E) Detailed procedures for thorough examination, operational testing, repair and overhaul of lifeboats (including free-fall lifeboats), rescue <u>boats</u> and fast rescue boats, launching appliances and <u>on load</u> release gear, as applicable; (F) Procedures for issuing a report of service and statement of fitness for purpose based on <u>IMO Res. MSC.402(96)/Corr.1</u> (annex, paragraph <u>5.3); and</u> (G) Work, health and safety issues while conducting activities on board.

Present	Amendments
(3) The <u>education and</u> training for the personnel <u>should</u> include practical tec- hnical <u>training on actual inspection and maintenance</u> using the equipment (<u>lifeboats</u> , <u>launching appliances and/or on-load release gear</u>) for which the personnel are to be certified. The technical training <u>should</u> include disassembly, reassembly, correct operation and adjustment of the equipment. Classroom training <u>should</u> be supplemented by field exper- ience in the operations for which certification is sought, under the supe- rvision of <u>an experienced senior</u> certified person.	(3) The training for the personnel <u>shall</u> include practical technical training on <u>thorough examination</u> , <u>operational testing</u> , <u>maintenance</u> , <u>repair and over-haul techniques</u> using the equipment for which the personnel are to be certified. The technical training <u>shall</u> include disassembly, reassembly, correct operation and adjustment of the equipment. Classroom training <u>shall</u> be supplemented by field experience in the operations for which certification is sought, under the supervision of certified person.
(4) At the time of initial certification and at each renewal of certification, the Service Supplier shall provide documentation to verify personnel's sat- isfactory completion of a competency assessment using the equipment for which the personnel are certified. (newly added)	 (4) Prior to issuance of personnel certification, a competency assessment shall be satisfactorily completed, using the equipment for which the personnel are to be certified. (5) Upon completion of training and competency assessment, a certificate shall be issued defining the level of qualification and the scope of the certification (i.e. makes and types of equipment and specifically state which activities (annual thorough examination and operational tests; 5-year thorough examination, overhaul; overload operational tests; repairs are covered by the certification). The expiry date shall clearly be writter on the certificate and shall be three years from the date of issue. The validity of any certificate shall be suspended in the event of any shortfal in performance and only revalidated after a further competency.
(5) The Service Supplier shall require refresher training as appropriate to re- new the certification.	 assessment. (6) <u>A competency assessment shall be conducted to renew the certification</u> <u>In cases where refresher training is found necessary a further assessment shall be carried out after completion.</u>
5.2.4 Reference Documents The Service Supplier is to have access to the following documents:	5.2.4 Reference Documents <u>(2020)</u> The Service Supplier is to have access to the following documents:
 MSC.1/Circ.1206/Rev.1, as amended, Measures to Prevent Accidents with Lifeboats MSC.1/Circ.1277, as amended, Interim Recommendation on Conditions for Authorization of Suppliers for Lifeboats, Launching Appliances and On-Load Release Gear 	(1) IMO Res. MSC.402(96)/Corr.1, Requirements for Maintenance, Thorough Examination, Operational Testing, Overhaul and Repair of Lifeboats and Rescue Boats, Launching Appliances and Release Gear

Present	Amendments
(3) IMO Res.A.689(17), recommendation on testing of life-saving appliances and, for life-saving appliances installed on board on or after 1 July 1999, Res. MSC.81(70), revised recommendation on testing of life-saving ap- pliances	 (2) IMO Res.A.689(17), recommendation on testing of life-saving appliance and, for life-saving appliances installed on board on or after 1 July 199 (3) IMO Res. MSC.81(70), as amended revised recommendation on testing of life-saving appliances
(4) For servicing and repair work involving disassembly or adjustment of on-load release mechanisms, availability of the equipment manufacturer's specifications and instructions	(4) <u>Manufacturer's instructions (including updates, amendments and saf- notices) for repair work involving disassembly or adjustment of on-lo release mechanisms and davit winches.</u>
(5) Type Approval certificate showing any conditions that may be appropriate during the servicing and/or maintenance of lifeboats, launching appl-iances and on-load release gear	(5) Type Approval certificate showing any conditions that may be appropri- during the servicing and/or maintenance of lifeboats, launching ap ances and on-load release gear
2.5 Equipment and Facilities The Service Supplier is to have <u>access to</u> the following:	5.2.5 Equipment and Facilities <u>(2020)</u> The Service Supplier is to have the following:
 Sufficient tools, and in particular any specialized tools specified in the equipment manufacturer's instructions, including portable tools as needed for work to be carried out on board ship Access to <u>sufficient materials</u>, <u>spare</u> parts and accessories as specified by the equipment manufacturer for <u>repairing lifeboats</u>, <u>launching appliances and on-load release gear</u>, as <u>applicable</u> For servicing and repair work involving disassembly or adjustment of on-load release mechanisms, availability of genuine replacement parts as specified or supplied by the equipment manufacturer 	 Sufficient tools, and in particular any specialized tools specified in the equipment manufacturer's instructions, including portable tools as need for work to be carried out on board ship Access to appropriate parts and accessories as specified by the equipment manufacturer for maintenance and repair For servicing and repair work involving disassembly or adjustment on-load release mechanisms, availability of genuine replacement parts specified or supplied by the equipment manufacturer

Present	Amendments
 5.2.6 Reporting The report <u>should</u> conform to the requirements of <u>MSC.1/ Circ.1206/Rev.1</u> (annex 1, paragraph 15). When repairs, thorough examinations and annual servicing are completed, a statement confirming that the lifeboat arrangements remain fit for purpose should be promptly issued by the <u>Service Supplier.</u>	 5.2.6 Reporting (2020) The report shall conform to the requirements of IMO Res. MSC.402(96)/Corr. (annex, paragraph <u>5.3</u>). When repairs, thorough examinations and annual servicing are completed, a statement confirming that the lifeboat arrangements remain fit for purpose should be promptly issued by the Service Supplier that conducted the work. A copy of valid documents of certification and authorization as appropriate shall be included with the statement.
 5.2.7 Other requirements (1) Procedures and instructions The Service Supplier shall have documented procedures and instructions for how to carry out service of equipment. The procedures should include requirements to record the nature and extent of damages to and defects found in equipment during servicing and repair work. This data shall be made available to the Society upon request. (2) The Service Supplier shall provide evidence that it has been authorized or licensed to service the particular makes and models of equipment for which approval is sought by the equipment's manufacturer. 	
<pre>⟨hereafter, omitted⟩</pre>	<pre>(hereafter, same as the current Guidance)</pre>

GUIDANCE RELATING TO THE RULES FOR THE CLASSIFICATION OF STEEL SHIPS

(Guidance for Approval of Service Suppliers)

- External Opinion Inquiry -

2020. 1.



Hull Rule Development Team

- Main Amendments -

(1) Enter into force on 1 July 2020

• To reflect Request for Establishment/Revision of Classification Technical Rules

- Reflection of IACS UR W35(Requirements for NDT Suppliers)

Present	Amendment	reason
INTRODUCTION	INTRODUCTION	
 General To approve firms providing services, such as measurement, tests or maintenance of safety systems and equipment, the Society is to apply procedures in this requirements and relevant Appendix Part A or Part B. 	maintenance of safety systems and equipment, the Society is to apply procedures in this requirements and relevant Appendix Part A or Part B <u>or Part C</u> .	Reflection of IACS UR W35(Requirements for NDT Suppliers)
2. ~3. 〈Omitted〉	2. ~3. <same as="" present="" the=""></same>	
 4. Application ~ (4) ⟨Omitted⟩ Detailed requirements specific to the various categories of Service Suppliers are given in Appendix Part A or Part B. National and/or international requirements may given additional requirements. References to such national and/or international requirements are given in Appendix Part A or Part B. 	Service Suppliers are given in Appendix Part A or Part B or	
5. Procedure for approval and certification	5. Procedure for approval and certification	
 (1) Submission of documents (A) The following documents are to be submitted to the Society for review. General requirements concerning Service Suppliers are given in (2), and specific requirements as relevant, in Appendix Part A or Part B. (a) ~ (h) ⟨Omitted⟩ (i) Check lists and record formats for recording results of the services referred to in Appendix Part A or Part B. (j) ~ (o) ⟨Omitted⟩ 	<pre>for review. General requirements concerning Service Suppliers are given in (2), and specific requirements as relevant, in Appendix Part A or Part B or Part C. (a) ~ (h) ⟨Same as the present⟩</pre>	

Dresent Amendment resea		
Present	Amendment	reason
(2) General requirements (A) ~ (J) $\langle \text{Omitted} \rangle$ (K) Reporting The report shall be prepared in a form acceptable to the Society. The report should detail the results of inspections, measurements, tests, maintenance and/or repairs carried out. Special guidelines may be given in Appendix Part A or Part B . The report shall include a copy of the Certificate of Approval. (L) $\langle \text{Omitted} \rangle$	may be given in Appendix Part A or Part B <u>or Part C</u> . The report shall include a copy of the Certificate of Approval. (L) 〈Same as the present〉	Reflection of IACS UR W35(Requirements for NDT Suppliers)
 (3) ~ (6) ⟨Omitted⟩ 6. ~ 8. ⟨Omitted⟩ 	 (3) ~ (6) ⟨Same as the present⟩ 6. ~ 8. ⟨Same as the present⟩ 	
9. Existing approvals Approvals for the categories of Service Suppliers granted before the date of implementation of this Appendix Part A or Part B by the Society may remain valid as stated in the respective certificates for a period up to but not exceeding 3 years. Renewal of such certificates must be carried out in accordance with this Appendix Part A or Part B. ψ	date of implementation of this Appendix Part A or Part B or <u>Part C</u> by the Society may remain valid as stated in the respective certificates for a period up to but not exceeding 3 years. Renewal	

Present	Amendment	reason
Appendix Part A - Approval of Service Suppliers listed in IACS Z17	Appendix Part A - Approval of Service Suppliers listed in IACS <u>UR</u> Z17	
1. ~ 14. 〈Omitted〉	1. ~ 14. (Same as the present)	

Present	Amendment	reason
<new></new>	Appendix Part B Approval of Service Suppliers listed in IACS UR W35	
	1. Independent NDT company or NDT department/section that forms a part of a shipbuilding company providing NDT services on ship and/or offshore components/structures(UR W35)	Reflection of IACS UR
	<u>1.1 This appendix is not applied to internal NDT department of equipment and materials manufacturers.</u>	W35(Requirements for NDT Suppliers)
	 <u>1.2 Terms and definitions</u> <u>(1) NDT</u> <u>Non-destructive testing. Comprising, but not limited to the method and techniques Magnetic Particle Testing(MT), Penetrant Testing(PT), Radiographic Testing(RT), Digital Radiography(RT-D), Visual Testing(VT), Ultrasonic Testing(UT), Phased Array Ultrasonic Testing(PAUT), Time of Flight Diffraction(TOFD), Eddy Current Testing(ET) and/or Alternating Current Field Measurements(ACFM)</u> 	
	1.3 Extent of Engagement <u>NDT(Non-destructive Testing)</u> services on ship and/or offshore <u>components/structures.</u>	
	1.4 Supervisor (1) The Supplier shall have a supervisors, responsible for the appropriate execution of NDT operations and for the professional standard of the operators and their equipment, including the professional administration of the working procedures. The supplier shall employ, on a full-time basis, at least one supervisor independently certified to Level 3 in the method(s) concerned as per the requirements of 1.9. It is not permissible to appoint Level 3 personnel: they must be certified by an accredited certification body. It is recognised that a Supplier may not directly employ a Level 3 in all the stated methods practiced. In such cases, it is permissible to employ an external, independently certified, Level 3 in those methods not held by the full-time Level 3(s) of the Supplier.	

Present	Amendment	reason
	(2) The supervisor shall be directly involved in review and acceptance of NDT	
	Procedures, NDT reports, calibration of NDT equipment and tools. The	
	supervisor shall on behalf of the Supplier re-evaluate the qualification of the	Reflection of IACS UR
	operators annually	W35(Requirements for
		NDT Suppliers)
	<u>1.5 Operators</u>	IND I Ouppliers)
	(1) The operator carrying out the NDT and interpreting indications, shall as a	
	minimum, be qualified and certified to Level 2 in the NDT method(s)	
	concerned and as described in 1.9.	
	(2) However, operators only undertaking the gathering of data using any NDT	
	method and not performing data interpretation or data analysis may be	
	qualified and certified as appropriate, at level 1.	
	(3) The operator shall have adequate knowledge of materials, weld, structures	
	or components, NDT equipment and limitations that are sufficient to apply the	
	relevant NDT method for each application appropriately.	
	1.6 References	
	The following referenced documents are to be used for the application of this	
	document as appropriate. For updated references, the latest edition of the	
	referenced document(including any amendments) applies.	
	(1) ISO 9712:2012(Non-destructive testing-Qualification and certification of	
	<u>NDT personnel)</u>	
	(2) ISO/IEC 17020:2012(Conformity assessment-Requirements for the operation	
	of various types of bodies performing inspection)	
	(3) ISO/IEC 17024:2012(Conformity assessment-General requirements for bodies	
	operating certification of persons)	
	(4) ISO 9001:2015 (Quality Management Systems-Requirements)	
	(5) Other national adoptions of the standards listed above are accepted as	
	compliant and hence are accepted for use together with this appendix.	

Present	Amendment	reason
	(2) Information on the structure of the Supplier's Quality Management System	Reflection of IACS UR W35(Requirements for NDT Suppliers)

Present	Amendment	reason
	1.8 Quality management system	
	The Supplier shall have a documented quality management system, covering at	Reflection of IACS UR
	<u>least:</u>	W35(Requirements for
	(1) Work procedures for all tasks and operations, including the various NDT	NDT Suppliers)
	methods and NDT techniques for which the Supplier is involved	
	(2) Preparation, issuance, maintenance and control of documents	
	(3) Maintenance and calibration of the equipment	
	(4) Training programs for the NDT operators and the supervisors	
	(5) Maintenance of records for NDT operators' and the supervisors' training,	
	gualification and certification	
	(6) Certification of NDT operators including revalidation and recertification	
	(7) Procedure for test of operators' visual acuity	
	(8) Supervision and verification of operation to ensure compliance with the NDT	
	procedures	
	(9) Quality management of subsidiaries	
	(10) Job preparation	
	(11) Order reference system where each engagement is traceable to when, who	
	and where the test was carried out	
	(12) Recording and reporting of information, including retention time of records	
	(13) Code of conduct for the Supplier's activities: especially the NDT activities	
	(14) Periodic review of work process procedures	
	(15) Corrective and preventive action	
	(16) Feedback and continuous improvement	
	(17) Internal audits	
	(18) The provision of accessibility to required codes, standards and procedures to	
	assist NDT operators. A documented quality system complying with the	
	most current version of ISO/IEC 17020:2012 and including the above would	
	be considered acceptable. The Supplier should satisfy the requirements of	
	Type A or Type B inspection body, as described in ISO/IEC 17020:2012.	

Present	Amendment	reason
	1.9 Qualification and certification of NDT personnel	
	(1) The Supplier is responsible for the qualification and preferably 3 rd party	Reflection of IACS UR
	certification of its supervisors and operators to a recognised certification	W35(Requirements for
	scheme based on ISO 9712:2012.	NDT Suppliers)
	(2) Personnel qualification to an employer based qualification scheme as e.g.	
	SNT-TC-1A, 2016, or ANSI/ASNT CP-189, 2016 may be accepted if the	
	Supplier's written practice is reviewed and found acceptable by the Society.	
	The Supplier's written practice shall as a minimum, except for the	
	impartially requirements of a certification body and/or authorised body,	
	comply with ISO 9712:2012.	
	(3) The supervisors' and operators' certificates and competence shall comprise	
	all industrial sectors and techniques being applied by the Supplier.	
	(4) Level 3 personnel shall be certified by an accredited certification body.	
	<u>1.10 Equipment</u>	
	(1) The Supplier shall maintain records of the NDT equipment used and detail	
	information related to maintenance, calibration and verification activities. If	
	the Supplier hires equipment, such equipment shall have updated calibration	
	records, and the operators shall be familiar with the specific equipment type	
	prior to using it. Under any circumstances, the Supplier shall possess	
	sufficient equipment to carry out the services being a part of the NDT scope	
	required by the Society.	
	(2) Where the equipment is of unique nature, the NDT operators shall be	
	trained by competent personnel in the operation and use of the equipment	
	before carrying out NDT using this equipment.	



Present	Amendment	reason
	 1.11 Work instructions and procedures The Supplier shall produce written procedures for the NDT being applied. These procedures are to be written, verified or approved by the Supplier's Level 3, Procedures shall define all relevant information relating to the inspection including defect evaluation against acceptance criteria in accordance with the Society Rules. All NDT procedures and instructions shall be properly documented in such a way that the performed testing can be easily retraced and/or repeated at a later stage. All NDT procedures are to be acceptable to the Society. 1.12 Sub-contractors (1) The Supplier shall give information of agreements and arrangements if any part(s) of the services provided are subcontracted. The Supplier, in the following-up of subcontracts shall give emphasis to the quality management system of the subcontractor, (2) Subcontractors shall meet the same requirements palced on Suppliers for any NDT performed. 1.13 Reporting (1) All NDT shall be properly documented in such a way that the performed testing and examination can be easily retraced and/or repeated at a later stage. The reports shall identify the defects present in the tested area, and a conclusive statement as to whether the material, weld, component or structure satisfies the acceptance criteria applied in the applicable NDT method/technique. In general, the acceptance criteria shall comply with the Society Rules. 	Reflection of IACS UR

Present	Amendment	reason
Appendix Part B - Approval of Service Suppliers not listed in IACS Z17	Appendix Part <u>C</u> - Approval of Service Suppliers not listed in IACS <u>UR</u> Z17	Reflection of IACS UR W35(Requirements for
1. ~ 2. 〈Omitted〉	1. ∼ 2. ⟨Same as the present⟩	NDT Suppliers)
 Firms providing NDT(Non-destructive Testing) services on ship and offshore structure/components 		
3.1 Extent of Engagement		
NDT(Non-destructive Testing) services on ship and offshore structure/components		
3.2 Qualification requirements for a personnel of NDT (1) The personnel engaged in NDT shall have sufficient knowledge and experience and be able to assess the result of the test		
correctly. (2) As a qualification criteria, the personnel shall posses the license of NDT recognized by administration or equivalents which might be Level II according to KS B ISO 9712, SNT-TC-1A, EN 473,		
ASNT Central Certification Program(ACCP). but according to above standard, NDT level 2 which was issued by IACS member can be recognized.		
(3) Personnel responsible for the radiographic and/or ultrasonic Insepction activity including approval of procedures should be qualified and certified to Level III. However, where such an		
independently certified Level III is not available in house, the Service Supplier can access such services from external resources under agreement, as applicable.		
3.3 Related Rules/Guidances		
 (1) Pt 2 of the Rules/Guidance materials and welding (2) Pt 5 of the Rules/Guidance machinery installations 		