

# Amended Guidance for Approval of Service Suppliers

Dec. 2020



Hull Rule Development Team

## - Main Amendments -

(1) Effective date : 1 July 2021 (Date of which the application for survey is submitted)

- To reflect the revision of IACS Z17(Rev. 15 Oct 2020)
  - clarifying the approval of subcontractors
  - providing new section of the requirements for approval of Firms engaged in Cable Transit Seal Systems Inspection

**(1) Effective date : 1 July 2021**

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Present	Amendment	Note
<p style="text-align: center;"><b>INTRODUCTION</b></p> <p><b>1. ~ 3. &lt;Omitted&gt;</b></p> <p><b>4. Application</b></p> <p>(1) This procedure applies to the approval of the following categories of Service Suppliers:</p> <p>(A) Statutory services &lt;omitted&gt;</p> <p>(B) Classification and/or Statutory services:</p> <p>(a) Firms engaged in thickness measurements on ships or mobile offshore unites except</p> <p style="padding-left: 20px;">(i) non-ESP ships less than 500 gross tonnage and</p> <p style="padding-left: 20px;">(ii) all fishing vessels</p> <p>(b) ~ (h) &lt;omitted&gt;</p> <p><a href="#">&lt;newly added&gt;</a></p> <p>(i) ~ (k) &lt;omitted&gt;</p>	<p style="text-align: center;"><b>INTRODUCTION</b></p> <p><b>1. ~ 3. &lt;same as the current Guidances&gt;</b></p> <p><b>4. Application</b></p> <p>(1) This procedure applies to the approval of the following categories of Service Suppliers:</p> <p>(A) Statutory services &lt;same as the current Guidances&gt;</p> <p>(B) Classification and/or Statutory services:</p> <p>(a) Firms engaged in thickness measurements on ships or mobile offshore unites except</p> <p style="padding-left: 20px;">(i) non-ESP ships less than 500 gross tonnage and</p> <p style="padding-left: 20px;">(ii) all fishing vessels</p> <p>(b) ~ (h) &lt;same as the current Guidances&gt;</p> <p>(i) <a href="#">Firms engaged in Cable Transit Seal Systems inspection on ships and Mobile Offshore Units. (2021)</a></p> <p><del>(j) (†) ~ (l) (✕)</del> &lt;same as the current Guidances&gt;</p> <p>&lt;hereafter, same at the current Guidances&gt;</p>	<p>Providing new section of the requirements for approval of Firms engaged in Cable Transit Seal Systems Inspection</p> <p>- reflected to 4.1.2 of IACS UR Z17 (Rev.15 Oct 2020)</p> <p>- Adjusting the No.</p>

Present	Amendment	Note
<p><b>5. Procedure for approval and certification</b></p> <p>(1) Submission of documents &lt;omitted&gt;</p> <p>(2) General requirements: (A) ~ (H) &lt;omitted&gt;</p> <p>(l) Subcontractors The Service Supplier shall give information of agreements and arrangements if any parts of the services provided are subcontracted. Particular emphasis shall be given to quality management by the Service Supplier in following-up such subcontracts. Subcontractors providing <u>anything other than equipment</u> shall also meet the requirements of (2) and (5)</p> <p>&lt;omitted&gt;</p> <p>(5) Quality system (A) ~ (B) &lt;omitted&gt;</p> <p>(C) If a manufacturer of equipment(and/or its Service Supplier) applies to the Society for inclusion of its nominated agents and/or <u>subsidiaries</u> in the approval, then it must have implemented a quality system certified in accordance with the most current version of <b>ISO 9000</b> series. The quality system must contain effective controls of the manufacturer's(and/or its Service Supplier's) agents and/or subsidiaries. The nominated agents/subsidiaries must also have in place an equally effective quality system complying with the most current version of <b>ISO 9000</b> series. Such approvals shall be based upon an evaluation of the quality system implemented by the parent company against the most current version of <b>ISO 9000</b> series. The Society may require follow-up audits on such agents or subsidiaries against the most current version of <b>ISO 9000</b> series to confirm adherence to this quality system.</p>	<p><b>5. Procedure for approval and certification</b></p> <p>(1) Submission of documents &lt;same as the current Guidances&gt;</p> <p>(2) General requirements: (A) ~ (H) &lt;same as the current Guidances&gt;</p> <p>(l) Subcontractors The Service Supplier shall give information of agreements and arrangements if any parts of the services provided are subcontracted. Particular emphasis shall be given to quality management by the Service Supplier in following-up such subcontracts. Subcontractors providing <del>anything other than equipment</del> <u>the services of the approval service supplier</u> shall also meet the requirements of (2) and (5) <u>5. (2021)</u></p> <p>&lt;same as the current Guidances&gt;</p> <p>(5) Quality system (A) ~ (B) &lt;same as the current Guidances&gt;</p> <p>(C) If a manufacturer of equipment(and/or its Service Supplier) applies to the Society for inclusion of its nominated agents and/or <u>subsidiaries(excluding any subcontractor)</u>, in the approval, then it must have implemented a quality system certified in accordance with the most current version of <b>ISO 9000</b> series. The quality system must contain effective controls of the manufacturer's(and/or its Service Supplier's) agents and/or subsidiaries. The nominated agents/subsidiaries must also have in place an equally effective quality system complying with the most current version of <b>ISO 9000</b> series. Such approvals shall be based upon an evaluation of the quality system implemented by the parent company against the most current version of <b>ISO 9000</b> series. The Society may require follow-up audits on such agents or subsidiaries against the most current version of <b>ISO 9000</b> series to confirm adherence to this quality system. <u>(2021)</u></p> <p>&lt;hereafter, same at the current Guidances&gt;</p>	<p>- reflected to 5.2.9 of IACS UR Z17 (Rev.15 Oct 2020)</p> <p>: Subcontractors providing the services of the approved service supplier are to be separately approved &amp; certified, but relevant requirements are not clear in the current UR Z17.</p> <p>- reflected to 5.5.3 of IACS UR Z17 (Rev.15 Oct 2020)</p>

Present	Amendment	Note
<p><u>&lt;newly added&gt;</u></p>	<p><b><u>15. Firms engaged in Cable Transit Seal Systems Inspection on Ships and Mobile Offshore Units. (2021)</u></b></p> <p><u>15.1 Extent of engagement</u></p> <p><u>(1) Inspection of the Cable Transit Seal Systems for compliance with the relevant approval certificates and product installation manuals, (types of penetrating cables, dimensions, fill ratio, insulation details and self-verification plan for watertightness, as applicable).</u></p> <p><u>15.2 Extent of Approval</u></p> <p><u>(1) The contents of this procedure apply equally to manufacturers or shipyards when they are acting as Service Suppliers.</u></p> <p><u>(2) Any Service Supplier engaged in the inspections of cable transit seal systems shall be qualified in these inspections for each make and type of equipment for which they provide the inspection, and provide manufacturers documentary evidence that they have been so authorized or they are certified in accordance with an established system for training and authorization. Such qualification shall include, as a minimum:</u></p> <ul style="list-style-type: none"> <li><u>- 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 15.3 for each make and type of equipment for which inspection is to be provided, and</u></li> <li><u>- compliance with provisions of paragraphs 15.4, 15.5 and 15.6.</u></li> </ul> <p><u>(3) In cases where an equipment manufacturer is no longer in business or no longer provides technical support, Service Suppliers may be authorised for the equipment on the basis of prior authorization for the equipment and/or long term experience and demonstrated expertise as an authorized service provider.</u></p>	<p>- reflected to 17 of IACS UR Z17 (Rev. 15 Oct 2020)</p> <p>- to add self-verification plan for watertightness</p>

Present	Amendment	Note
<p><u>&lt;newly added&gt;</u></p>	<p><u>15.3 Qualifications and Training of Personnel</u></p> <p>(1) <u>Personnel for the work specified in 15.1.(1) shall be trained and qualified in the inspection for which they are authorised, for each make and type of equipment for which they provide the inspection.</u></p> <p>(2) <u>The education for initial certification of personnel shall be documented and addressed, as a minimum:</u></p> <ul style="list-style-type: none"> <li><u>- Procedures and instructions for the inspection of the cable transit seal systems</u></li> <li><u>- Common problems found with the initial installation and in-service inspections of cable transit seal systems</u></li> <li><u>- Relevant rules and regulations, including International Conventions</u></li> <li><u>- Procedures for reporting on initial installation and in-service inspections of cable transit seal systems in the Cable Transit Seal Systems Register.</u></li> </ul> <p>(3) <u>The education and training for the personnel shall include practical technical training on actual inspection using the cable transit seal systems for which the personnel are to be certified.</u>  <u>The technical training shall include disassembly, reassembly and adjustment of the equipment.</u>  <u>Classroom training shall be supplemented by field experience in the inspections for which certification is sought, under the supervision of an experienced senior certified person.</u></p> <p>(4) <u>At the time of initial certification and at each renewal of certification, the service supplier shall provide documentation to verify personnel's satisfactory completion of a competency assessment using the equipment for which the personnel are certified.</u></p> <p>(5) <u>The Service Supplier shall require refresher training as appropriate to renew the certification.</u></p>	<p>- reflected to 17.3 of IACS UR Z17 (Rev. 15 2020)</p>

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<p><u>&lt;newly added&gt;</u></p>	<p><u>15.4 Reference Documents</u></p> <p><u>The Service Supplier is to have access to the following documents:</u></p> <ul style="list-style-type: none"> <li>- <u>Manufacturer’s servicing manuals, servicing bulletins, instructions and training manuals as appropriate.</u></li> <li>- <u>Type Approval certificate showing any conditions that may be appropriate during the installation or maintenance of the cable transit seal system.</u></li> </ul> <p><u>15.5 Equipment and Facilities</u></p> <p><u>The Service Supplier is to have access to the following:</u></p> <ul style="list-style-type: none"> <li>- <u>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.</u></li> </ul> <p><u>15.6 Reporting</u></p> <p><u>On completion of inspection, the Service Supplier will issue a report confirming the condition of the Cable Transit Seal System. They will also record the results of their inspection in the Cable Transit Seal System Register.</u></p>	<p>- reflected to 17.4 of IACS UR Z17 (Rev. 15 2020)</p> <p>- reflected to 17.5 of IACS UR Z17 (Rev. 15 2020)</p> <p>- reflected to 17.6 of IACS UR Z17 (Rev. 15 2020)</p>