



MARITIME AND PORT AUTHORITY OF SINGAPORE

PORT MARINE CIRCULAR

No 09 of 2016

16 Jun 2016

To: Shipping Community  
Harbour Craft Community  
Pleasure Craft Community

**REVISED REPORTING PROCEDURES FOR NOTIFICATION OF ARRIVAL AT SINGAPORE FOR VESSELS LESS THAN 500GT**

1 This circular supersedes Port Marine Circular No.10 of 2011. This circular provides an update on the procedures for notification of arrival at Singapore for vessels less than 500GT, and, the declaration of arms and/or explosives belonging to the ship or persons on board.

2 Pursuant to Section 44 of the Maritime and Port Authority of Singapore Act (Cap.170A) and Regulation 3 of the Maritime and Port Authority of Singapore (Port) Regulations 1997, the Port Master hereby directs that with effect from 16 July 2016, the owner, agent, master or person-in-charge of a vessel of less than 500 GT shall notify the Port Master at least 12 hours prior to the arrival of the vessel at Singapore.

3 The Notification of Arrival report shall be addressed to the Port Master and provides the information in the reporting format as shown in **Appendix 1**. It shall be transmitted by any of the following means:

MARINET	An Electronic Data Interchange system for electronic transaction between shipping community and MPA
E-mail	noa@mpa.gov.sg
Telefax	(65) 6224 5776
Telex	RS 34970 (Answer Back PORTPM 34970)

4 A vessel returning from a location in the Singapore Strait may

transmit the notification of arrival report via VHF radio immediately on departure from the location. This report shall be transmitted on VHF Channel 10 for a vessel in the VTIS East sector, VHF Channel 14 for a vessel in the VTIS Central sector or VHF Channel 73 for a vessel in the VTIS West sector of the Singapore Strait.

5 Any queries concerning this circular may be directed to the Vessel Traffic Management Department at Tel. Nos. (65) 6325 2493 or (65) 6325 2494 or Fax No. (65) 6224 5776.

DAKNASHAMOORTHY GANASEN  
PORT MASTER  
MARITIME AND PORT AUTHORITY OF SINGAPORE

## APPENDIX 1

### NOTIFICATION OF ARRIVAL REPORTING FORMAT

(Note: All fields are mandatory and shall not be left blank)

S/N	ITEM	DATA	EXPLANATION
1	Name of vessel	e.g. MILLENNIUM FALCON	Name of Vessel
2	Call Sign	e.g. 3ABC6	Call Sign
3	MMSI	e.g. 123456789	Maritime Mobile Service Identity Code
4	IMO Number	e.g. 0007909853	Vessel's IMO ship identification number
5	Draft	e.g. 10.5 m	Draft of vessel in metres
6	Height	e.g. 42 m	Height in metres [Please see explanatory notes]
7	Agent	e.g. ABC Shipping	Name of local agent
8	ETA	e.g. 18062016/1800	First 8 numerals [18062016] denote date, month and year (i.e. DDMMYYYY) of arrival. Last 4 numerals [1800] denote time of arrival (HHMM) at local time
9	Direction From	From E or W or S	Direction from which the vessel is approaching Singapore e.g. E (East), W (West) or S (South). Note: Only one direction is to be indicated.
10	Intended Location	e.g. AEBA or PEBGA or Name of Terminal or Port Facility	Abbreviated location code in port e.g. AEBA (Anchorage Eastern Bunkering "Alpha") or PEBGA (Pilot Eastern Boarding Ground "Alpha") or name of terminal or port facility.
11	Purpose of Port Call	e.g. Bunkering, Taking Ship's Stores, Cargo Operations, Crew Change, Repairs, Docking	To state the purpose of port call.
12	Last Port	Name of last port	Last port of call e.g. Hong Kong
13	Is the vessel carrying arms and/or explosives onboard?	Y or N  If Y, list type and quantity.	These arms or explosives refer to those belonging to the ship or persons on board, and not carried as cargo. The vessel shall maintain a list detailing the type, quantity, and identification numbers for each item and to make available such list when requested by the Authority, or, an authorized officer.
14	Remarks	(if any)	The following information is to be declared as appropriate: a) Conditions affecting the navigation of the vessel such as defective propulsion machinery, steering equipment, thrusters, list and/or awkward tows; b) Fire hazards on board. These include hazards involving dangerous goods; c) Nature of damage in the case of damage vessels; and d) Nature of immediate assistance required on arrival (if any) such as medical or fire-fighting.  Note: To indicate NA if not applicable

## EXPLANATORY NOTES

1 HEIGHT – Refers to the height declared by the vessel, measured vertically from the water-line to the highest point of the vessel including its cargo, structure or equipment on board. If there are extendible structures and the extended height exceeds the heights of its cargo or fixed structures or equipment on board, the highest point shall be the maximum height attainable by these structures when fully extended. The height must be verifiable with the appropriate plans or documents carried on board the vessel.

2 ARMS AND/OR EXPLOSIVES CARRIED ONBOARD – Refers to arms or explosives belonging to the ship or persons on board, i.e. such articles as form part of the ordinary armament of any vessel or as are required for the service of any vessel or the personal use of the crew or the passengers thereof;

(a) ARMS means –

(i) firearms, air-guns, air-pistols, stun guns, electronic dart guns, automatic guns, automatic pistols, guns or any other kind of gun from which any shot, bullet or other missile can be discharged or noxious fumes or noxious substance can be emitted, and any component part of any such arms;

(ii) bayonets, swords, daggers, spears and spearheads; and

(iii) such weapon, accessory, or other article or thing, as specify to be arms for the purposes of the Arms and Explosives Act (Cap. 13) or any part thereof;

(b) EXPLOSIVE means any explosive within the meaning of the Arms and Explosives Act (Cap. 13).

3 FURNISHING OF DETAILS – All field in the template, as illustrated in Appendix 1, are mandatory and shall not be left blank.