



Registration Procedure (RP27):

Documentation to be submitted for Civil Liability Certificate (CLC) for Bunker Oil Pollution 2001 or Civil Liability Certificate for Oil Pollution Damage 1992

This checklist is used as an indication to allow an Owner/MR to check the documents required for registration. Please complete the relevant sections of the checklist and submit with application form and supporting documents.

All documents are to be submitted in the English Language. Where the document has been issued in a language other than English, then a True Translation into English is to be attached to it.

This documentation can be submitted by Fax or Email.

A Bunker CLC is required for any ship of more than 1,000 gross tons. A CLC for Oil Pollution Damage applies to all ships carrying more than 2,000 tons of oil

Additional documentation to that stated as SKANReg may deem necessary for the changes in question or from time to time

	<i>DOCUMENT</i>	<i>Applicable Y/N</i> (to be completed by MR/client)	<i>Date Completed or Received</i> (to be completed by SKANReg)	<i>Notes</i>
1	P+I Insurance Certificate (Blue card) received	Yes <input type="checkbox"/> No <input type="checkbox"/>		
2	If the Bunker CLC is to be issued for a non-party State the Certificate of Registry of the ship is to be submitted	Yes <input type="checkbox"/> No <input type="checkbox"/>		
3	Acceptance of quotation from the MR responsible for this vessel, and bank confirmation of transfer of fees, where necessary	Yes <input type="checkbox"/> No <input type="checkbox"/>		
4	Any other documents/certs (List herein)	Yes <input type="checkbox"/> No <input type="checkbox"/>		

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	<i>DOCUMENT</i>	<i>TICK BOX</i>
1	SKANReg to check the CLC is issued on our behalf	
2	SKANReg to check that the ships name is on the document and check the Owners address on the SKN certificate of registry against that on the Blue card.	
3	SKANReg to check the P+I Insurance company against approved list of P+I companies	
4	SKANReg to issue or authorise the MR to issue the Civil Liability Certificate (CLC) showing the P+I Club/Insurer who has issued the Blue Card and the validity being up to the expiry date of the insurance cover shown on the blue card	
5	SKANReg to dispatch the CLC to Owner (if applicable)	
6	If SKANReg did not issue the documents, copies of the documents/certificates, which have been issued by the MR, are to be sent by fax/email to SKANReg within 48 hours.	
7	SKANReg to make entries in the Registry Book and Certificate Index	