

How to submit the Report on the Financial Security Information Under the Law on Liability for Oil Pollution Damage

1. About the Report on the Financial Security Information

The captain of a ship of 100 GT or larger (excluding an oil tanker) or an oil tanker carrying more than 2000 tons of oil in bulk as cargo shall report the status of the insurance and identification information of the ship to the District Transport Bureau before entering a first port in Japan in the designated report form. The report of alteration shall be done when the contents of the report is changed. The shipowner, the lessee of the ship or the agent in Japan can act on behalf of the captain for reporting.

Under the law, it will be guilty of an offence punishable to fail to report or report false information to the authority.

2. How to fill in the form

1. Name of Ship

Fill out the name of the ship in alphabets.

2. Distinctive Number or letters, Call sign

Fill out the Call sign. If the call sign is not available, put the distinctive number or letters.

3. IMO number

Fill out the IMO number if available.

4. Flag of State

Fill out the name of the flag state.

5. Port of Registry

Fill out the name of the port of registry.

6. Gross Tonnage

Fill out the International Gross Tonnage.

7. Name of Port and expected date and time of entry

Fill out the name of the port that the ship will enter and anticipated date and time of entry. Please see following example. Fill out the name of the berthing facility, if available.

Example: 2005/3/1 15:00

8. Entry Position of the Specific Area and expected date and time of entry

Circle one of positions that the ship will enter and anticipated date and time of entry.

When the ship will enter two or more specific sea areas, enter about the first area.

9. Name, Address, Telephone and FAX number of the shipowner and the lessee of the vessel (if any)

Fill out the name, address, telephone and FAX number of the shipowner. Also enter the information on the lessee of the ship, if any.

10. Name, Address, Telephone and FAX number of the captain or the agent

Fill out the name, address, telephone and FAX number of the captain. In the case of the agent reporting on behalf of the captain, enter the information of the agent instead of the captain.

11. Holder of Finance Security

Circle "Yes" only if the insurance is maintained legally. Otherwise circle "No". In this case, the ship cannot enter the port.

12. Certificate Number (If you possess the certificate issued by MLIT or CLC certificate issued by the contracting state)

Fill out the certificate number showed on the upper right corner of the sheet. In the case of

CLC certificate, enter the name of the government issuing the certificate and the certificate number (if available).

13. Fill in these items (If you do not possess the certificate mentioned in the item 12.)

(1) **The name of insurer or guarantor**

Fill out the name of insurer of the insurance required by the Law for the ship. Please note that the insurer put in this item should be one of insurers designated by the MLIT. (In the case of insurers other than designated by MLIT, the certificate issued by MLIT shall be carried on board.)

(2) **ID number of the certificate issued by the insurer or guarantor**

Put the ID number of the certificate. If there is no corresponding number, enter the policy number.

(3) **Period of insurance or other financial security**

Enter the period of the insurance.

(4) **Whether does financial security cover both bunker oil pollution damage and the cost of shipwreck removal or not?**

Circle "Yes" only if the insurance covers for damages and costs stipulated in the article 39-5, paragraph 1, subparagraph 1 and 2. If "No" is circled, the ship will not enter the port.

(5) **Limit amount of Insurance**

Enter the limit amount of insurance. If the insurance contract has no specific limit and covers up to the limit of legal liability, put "As per rule".

Please fill out either Item 12 or 13.

14. Record of entering Japanese port within past 1 year

Circle corresponding one, "Yes" or "No".

15. Contact number of communication system on board

Enter the number of ship's telephone, Inmarsat telephone and FAX. If other communication methods are available, please enter contact numbers.

3. How to submit the report

(1) **Where to;**

The report must be submitted to the head office of the District Transport Bureau or Okinawa General Bureau that control the port where the ship will enter.

(2) **Until when;**

The report must be submitted by noon on the previous working day of the Bureau.

(3) **How to;**

The report must be submitted by hand, mail or Fax. (Email is not acceptable.)

(4) **Who must report;**

The captain shall submit the report. (The shipowner, the lessee of the ship or the agent in Japan can act on behalf of the captain.)

(5) **Language**

The report shall be written in Japanese or English.

(6) **Notice for general ships**

When a ship other than the oil tanker will enter the Specific Sea Area, the report shall be made to the head office of the Bureau that controls the port* of entry by noon on the previous working day of entering the area (not the port) of the Bureau.

* In the event that a ship other than the oil tanker will pass through the Specific Sea Area

without calling any Japanese ports, the report shall be directed to the Kyushu District Transport Bureau for entering from Kammon Strait or Bungo Channel, or the Kinki District Transport Bureau for entering from the Kii Channel.

4. Miscellaneous

The Bureau receiving the report may contact with the person concerned about reporting to verify the contents of the report and may also request the faxed copy of the relevant certificate. Hence please prepare these copies of certificates in advance to respond to the request quickly.

*The format of the report can be obtained from MLIT website as follows.

http://www.mlit.go.jp/kaiji/insurance/insurance_portal.htm

Contact Point

Office	Telephone	Facsimile	Controlling Area
Hokkaido District Transport Bureau	0134-27-7181	0134-23-4221	Hokkaido
Tohoku District Transport Bureau	022-791-7516	022-299-8884	Aomori, Iwate, Miyagi, Akita, Yamagata, Fukushima
Kanto District Transport Bureau	045-211-7222	045-662-6192	Ibaraki, Tochigi, Gunma, Saitama, Chiba, Tokyo, Kanagawa, Yamanashi
Hokuriku-Shinetsu District Transport Bureau	025-244-6113	025-248-7271	Niigata, Toyama, Ishikawa, Nagano
Chubu District Transport Bureau	052-952-8021	052-952-8083	Fukui, Gifu, Shizuoka, Aichi, Mie
Kinki District Transport Bureau	06-6949-6423	06-6949-6528	Shiga, Kyoto, Osaka, Nara, Wakayama
Kobe District Transport Bureau	078-321-7052	078-321-0966	Hyogo
Chugoku District Transport Bureau	082-228-8794	082-228-3468	Tottori, Shimane, Okayama, Hiroshima, Yamaguchi(excluding ports of Shimonoseki, Ube, Onoda, Asa, Senzaki)
Shikoku District Transport Bureau	087-825-1189	087-821-5732	Tokushima, Kagawa, Ehime, Kouchi
Kyushu District Transport Bureau	092-472-3173	092-472-3305	Fukuoka, Saga, Nagasaki, Kumamoto, Oita, Miyazaki, Kagoshima, and ports of Shimonoseki, Ube, Onoda, Asa, Senzaki
Okinawa General Bureau	098-862-1454	098-860-2369	Okinawa