

TO : AS PER DISTRIBUTION LIST OUR REF: 06/ 2024
 FROM : DPA DATE : 24 Jan 2024

COMPANY CIRCULAR 06/2024
COMPANY CHANGE OF NAME AND VESSEL DOCUMENT REVISION

Dear Captain

Previously Management had informed all vessels regarding the change of company name from “GRINDROD SHIP MANAGEMENT” to “ISLAND VIEW SHIPPING SERVICES”, but retaining the same Company IMO identification number of “5709115”

The Office has prepared a detailed Management of Change process (MOC) for change of Company name and address and we have informed all our stake holders such as CLASSIFICATION SOCIETY, FLAG, VENDORS, CHARTERERS, IHS FAIR PLAY, RIGHTSHIP, CONTRACTORS etc regarding the change of name.

We have obtained all the revised certificates reflecting the new company name and address and will be distributing the amended certificates to each vessel in due course. We will provide specific instructions to each vessel.

Please refer to below table for the action required by ship staff upon receipt of new certificates:

NAME OF CERTIFICATE / DOCUMENT	ACTION REQUIRED BY THE VESSEL
DOCUMENT OF COMPLIANCE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
SMC	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
ISSC	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
MLC	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
DMLC II	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. MAINTAIN THE PREVIOUS CERTIFICATE. THE NEW CERTIFICATE TO BE SIGNED ON THE LAST PAGE BY CLASSNK SURVEYOR DURING THE NEXT MLC INSPECTION

NAME OF CERTIFICATE / DOCUMENT	ACTION REQUIRED BY THE VESSEL
DMLC - LETTER OF REVIEW	ATTACH THE NEW LETTER OF REVIEW TO EXISTING LETTER OF REVIEW.
CSR INCLUDING FORM 2 AND 3	ATTACH THE NEW CSR IN BASSNET AND CERTIFICATE FILE. ALL THE PREVIOUS CSR INCLUDING FORM 2 AND 3 ALSO TO BE RETAINED ONBOARD IN CHRONOLOGICAL ORDER
DECLARATION OF COMPANY / DPA / CSO	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
MINIMUM SAFE MANNING DOCUMENT	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
UK P&I & FD&D COE	ATTACH THE NEW CERTIFICATE TO EXISTING CERTIFICATE.
P&I INSURANCE / WRECK / BUNKER CONVENTION CERTIFICATE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
FLAG STATE BUNKER / WRECK CERTIFICATE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
UK P&I MLC 2.5.2 , 4.2 .1 FINANCIAL CERTIFICATES	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE. POST THE NEW CERTIFICATES IN NOTICE BOARDS
CERTIFICATE OF REGISTRY	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
CBA / SMOU / SOS / ITF	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
CREW MANAGEMENT AGREEMENT	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
CREW CONTRACT / SEA	FILE NEW CONTRACTS
SHIP STATION LICENCE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE
SBMC -SHORE BASED MAINTENANCE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE

OTHER DOCUMENTS	ACTION REQUIRED BY THE VESSEL
SHIP SECURITY PLAN	UPDATE NEW COMPANY NAME AND ADDRESS IN SSP AND AMEND REVISION RECORD (SEND US COPY OF THE PRESENT PAGE PRIOR MAKING CHANGES)
SOPEP CONTACT LIST	UPDATE THE ANNEX CONTAINING NEW COMPANY NAME AND ADDRESS AND AMEND REVISION RECORD (SEND US COPY OF THE PRESENT PAGE PRIOR MAKING CHANGES)
GARBAGE MANAGEMENT PLAN – COVER PAGE	UPDATE THE COVER PAGE – CHANGE OF MANAGER
CLASSNK – STATEMENT – GARBAGE EQUIPMENTS	UPDATE THE STATEMENT – CHANGE OF MANAGER
BALLAST WATER MANAGEMENT PLAN -SHIP PARTICULARS	UPDATE SHIP PARTICULARS TO ISLAND VIEW SHIPPING SERVICES
IHM - PART I MANUAL	VESSEL TO AMEND IHM MANUAL. DELETE OLD COMPANY NAME AND ADDRESS WITH A SINGLE LINE AND WRITE THE COMPANY NAME & NEW ADDRESS. UPDATE RECORD OF REVISIONS PAGE IF APPLICABLE
IHM SOC	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE.
IHM SOF	ATTACH CLASSNK LETTER ALONG WITH CERTIFICATE
EU MRV MONITORING PLAN	DELETE OLD COMPANY NAME AND ADDRESS WITH A SINGLE LINE AND WRITE THE NEW COMPANY NAME & ADDRESS AS APPLICABLE . UPDATE RECORD OF REVISIONS PAGE IF APPLICABLE. NEW MRV MONITORING PLAN WILL BE SENT TO THE VESSEL LATER THIS YEAR
SEEMP	DELETE OLD COMPANY NAME AND ADDRESS WITH A SINGLE LINE AND WRITE THE NEW COMPANY NAME & ADDRESS AS APPLICABLE . UPDATE RECORD OF REVISIONS PAGE IF APPLICABLE.
EPL OMM	DELETE OLD COMPANY NAME AND ADDRESS WITH A SINGLE LINE AND WRITE THE NEW COMPANY NAME & ADDRESS . UPDATE RECORD OF REVISIONS PAGE IF APPLICABLE.

OTHER DOCUMENTS	ACTION REQUIRED BY THE VESSEL
CHANGE OF COMPANY LOGO IN LOGBOOKS / ALL POSTERS / DPA POSTER / MUSTER LIST	CONTINUE USING THE LOGBOOKS , POSTERS WITH PRESENT COMPANY LOGO UNTIL FURTHER INSTRUCTIONS ARE RECEIVED.
SHIP PARTICULARS	UPDATE TO REFLECT NEW COMPANY NAME AND ADDRESS
COMPANY NAME CHANGE IN SHIPBOARD DOCUMENTS	MASTER TO CHECK AND UPDATE DOCUMENTS CONTAINING OLD COMPANY NAME AND ADDRESS
USCG NTVRP - RESPONSE PLANS / PCSOPEP	AMENDMENTS WILL BE SENT IN DUE COURSE
VGP COVER PAGE	UPDATE THE COVER PAGE – CHANGE OF MANAGER
PSCM CERTIFICATE	UPDATE THE COVER PAGE – CHANGE OF MANAGER
CHARTWORLD CERTIFICATE OF SERVICE	ATTACH THE NEW CERTIFICATE IN BASSNET AND CERTIFICATE FILE. DELETE THE PREVIOUS CERTIFICATE

Please note the following:

- The Office will publish the revised Company Policies in due course.
- Should the vessel be in possession of any other certificates or documents not included in this list, please inform us so that we can update our list.
- If the Company name and address is amended by ship staff on SSP or any class related documents, same is to be attested (counter-signed) by CLASSNK surveyor during next annual survey.

REGARDS



CAPTAIN K.RAJARAMAN
DPA

p.p.

DISTRIBUTION

ALL MASTERS
SHIP MANAGERS
MARINE SUPERINTENDENT
MARINE MANAGER
HSEQ MANAGER
SMS FILE
CREW APP