

Continuous Synopsis Record (CSR)

Background

The International Convention for the Safety of Life at Sea (SOLAS) provides international standards to enhance the safety of shipping. SOLAS Chapter XI-1 – Special Measures to Enhance Maritime Safety, Regulation 5 requires every ships to which Chapter I of SOLAS applies shall be issued a Continuous Synopsis Record (CSR). Chapter I of SOLAS applies to all passenger ships and cargo ships of 500 gross tonnage and above engaged on international voyages. SOLAS I/1. Note in SOLAS I/2, certain ships are exempt from SOLAS, including ships of war, cargo ships of less than 500 gross tons, ships not propelled by mechanical means, wooden ships of primitive build, pleasure yachts not engaged in trade and fishing vessels.

The purpose of the CSR is to provide an onboard record of the history of the vessel with respect to its flag, owner, operator, charterer, classification society, safety management, and security activities.

CSR Desk

Only the ship's Administration can issue a ship's CSR document. For U.S. ships, the CSR is issued by the Coast Guard's CSR Desk located at the National Vessel Documentation Center.

CSR Desk Contact Information

Toll Free: (866) 603-5476

Fax: (304) 271-2563

e-mail: vdc-pf-csrdesk@uscg.mil

Mailing Address:

National Vessel Documentation Center

Attn: CSR Desk

P.O.Box 1750

Falling Waters, WV 25419-1750

CSR Applications and Amendments

For initial issuance, vessel owners/operators must complete the form "Application for Continuous Synopsis Record" - ([CG-6039](#)) and forward it to the CSR Desk.

To amend a ship's CSR, complete the form "Amendments to the Continuous Synopsis Record" - ([CG-6038A](#)) and forward it to the CSR Desk.

CG-6039 (Rev. 04-09) - Application for CSR and [CG-6038A](#) (Rev. 05-06) – Amendments to the CSR are found in the supporting documents to the right.

A ship's CSR file comprises:

1. All CSR Document (CG-6038) issued by the Coast Guard, numbered sequentially over the life of the ship;

2. All Amendment Forms ([CG-6038A](#)) attached to each individual CSR document relating to changes made to that CSR document; and
3. All Indices of Amendments ([CG-6038A](#), Record the Amendment in the Index, page 3 of 3) listing all amendments (specified by amendment forms) relating to each CSR document and attached to the CSR Document (CG-6038).

IMO guidance on the maintenance of the CSR is found in [Resolution A.959\(23\)](#).

IMO Unique Company and Registered Owner Identification Number Scheme

The CSR Document (CG-6038) and the Application for the CSR ([CG-6039](#)) require the vessel owner/operator to provide the IMO Unique Company and Registered owner Identification Number. Vessel owners and operators obtain these IMO Unique Numbers from Lloyds Register-Fairplay (LRF).

LRF is the originating source for the IMO Company and Registered Owner Numbers and is the sole authority with responsibility for assigning and validating these numbers. The Numbers are issued from the global maritime databases maintained by LRF and consists of a unique seven digit number. LRF manages this Scheme on behalf of the IMO.

IMO Numbers for companies and registered owners can be obtained from LRF products and services or can be viewed on the free website www.imonumbers.lrfairplay.com. Numbers for new companies, and amendments to existing companies, can also be requested through this site.

The Scheme was introduced in 2004 through the adoption of Resolution MSC.160(78), as a measure to enhance maritime safety, security and environmental protection, and to facilitate the prevention of maritime fraud. The Scheme adopted the then existing Lloyds Register - Fairplay Company Numbering system.

The purpose of the Scheme is to assign a permanent number for identification purposes to each company and registered owner managing ships of 100GT and above engaged on international voyages. Flag Administrations may also involve ships in the Scheme not engaged on international voyages.

The Scheme becomes mandatory for SOLAS vessels on 1 January 2009 through adoption by Resolution MSC.194(80) of the proposed new SOLAS regulation XI-1/3-1 on the company and registered owner identification number and draft amendments to SOLAS regulation XI-1/5 on the addition of the numbers to the continuous synopsis record (CSR). The Number for Companies will also be added to ISM and ISPS certificates following adoption of resolutions MSC.195(80) and MSC.196(80), respectively.

One number is issued to a company if it undertakes one or both of the following roles:

1. "Company" has the same meaning as in SOLAS regulation IX/1 (the DOC Company) and is the organization on the DOC, SMC or ISPS certificate
2. "Registered Owner" is the owner specified on the ships certificate of registry issued by an Administration

The Number stays the same when a company changes its name, or if its ships are transferred to another flag. When companies merge, LRF will assign the Number of the larger company to the new amalgamated entity, while the Number of the small entity will be frozen and not re-used. The Number remains unchanged, but unused, in the event a company and/or registered owner sells, or otherwise disposes, of its ship(s) and does not begin operating new ship(s). The number will remain unchanged in the event the company and/or registered owner, after having sold or otherwise disposed of its ships, renews ship management at a future date. LRF maintains a history of Companies and Registered Owners of ships on its database.

LRF adopts a Company Name-style Guide for recording company Names on its database. This is to ensure that the formats of names are consistent with language and character sets used by its software and the software of organizations to which it supplies data. However, for clarification, LRF also records the name-style as supplied by administrations for registered owners whose company registration is in the national jurisdiction of the administration. This name-style is supplied as part of the electronic data exchanges between LRF and Administrations which support the Scheme, formalized in IMO Circular Letter 2554/Rev.1.