

ANNEX I

Application for Authorization as a Lifeboat Authorized Service Provider (LASP)

INSTRUCTIONS: This application is to be used to apply to be authorized as a Lifeboat Authorized Service Provider (LASP) in accordance with the provisions of Liberian Marine Operations Note 04/2022, Authorization of Service Providers for Maintenance, Thorough Examination, Operational Testing, Overhaul and Repair of Lifeboats and Rescue Boats, Launching Appliances and Release Gear on Liberian flagged vessels, and the provisions of Resolution MSC.402(96).

1. A processing fee of US\$5,000 must be submitted with the initial application*

*For the initial review and authorization of subsidiary service providers owned/operated by another authorized service provider who acts as the primary entity and are included in primary entity's ISO certification) a processing fee of US\$3,000 must be submitted for each subsidiary

2. Approved Lifeboat Service Providers are required to renew their Certificate every three (3) years.

3. A processing fee of US\$3,000 must be submitted with each request for renewal application**

**For renewal review of the authorization of subsidiary service providers owned/operated by another authorized service provider who acts as the primary entity a processing fee of US\$1,750 must be submitted for each subsidiary.

4. For request for provisional authorization a processing fee of US\$1000 must be submitted with each request for provisional authorization.

5. All applicants for renewal of a LASP Authorization Document must settle any unpaid invoices that are 30 days or more overdue (measured from the date of the invoice for the fees) prior to approval of the application for renewal.

The completed application should be sent together with a copy of the service provider's Articles of Incorporation and/or Bylaws, as applicable, to:

REPUBLIC OF LIBERIA
OFFICE OF DEPUTY COMMISSIONER for MARITIME AFFAIRS (DCO)
c/o Regulations and Standards Department
Liberian International Ship & Corporate Registry 22980 Indian Creek Drive
Suite 200
Dulles, Virginia, 20166 USA

Email: regsandstandards@liscr.com

Failure to provide all items requested in the application may result in your application being returned or rejected. Please review the application and all submitted documents carefully and ensure that the application is signed by the appropriate official(s) and that all required information and documents are provided.

TYPE OF APPLICATION

INITIAL _____ **PROVISIONAL** _____ **RENEWAL** _____

NAME OF APPLICANT – (CORPORATION): _____

ADDRESS: _____

COUNTRY: _____

TELEPHONE NUMBER (include area code): _____

E-MAIL ADDRESS: _____

Is the Applicant owned or operated by another Lifeboat Service Provider and include in that Service Providers ISO Certification? ___ Yes ___ No. If yes please provide the name of the primary entity: _____

The following documents must be provided with the application for review by the DCO.

1. A copy of any type approval or service provider/supplier certificate for the servicing and inspection of lifeboats and rescue boats, launching appliances and release gear, including any overhaul, overload operational tests, and repairs of the equipment issued by a Recognized Organization (RO) to the applicant.
 2. A report of the most recent audit of the applicant by a RO demonstrating compliance with the Requirements promulgated by Resolution MSC.402(96).
 3. A list of all equipment manufacturers for whom the applicant is authorized or licensed to service their equipment shall also be provided.
 4. A list of all of the applicant's personnel who will carry out the maintenance, annual and five-year thorough examinations and operational tests of lifeboats and rescue boats, launching appliances and release gear, any overhaul, overload operational tests, and repairs of the equipment. A copy of each person's training certification shall also be provided person.
 5. A certificate or report verifying that the applicant has a documented quality system that has at least the following:
 - a. code of conduct for personnel involved in the relevant activity;
 - b. maintenance and calibration of measuring tools and gauges;
 - c. training programs for personnel;
 - d. supervision and verification to ensure compliance with operational procedures;
 - e. recording and reporting of information;
 - f. quality management of subsidiaries and agents;
 - g. job preparation; and
 - h. periodic review of work process procedures, complaints, corrective actions and issuance, maintenance and control of documents.
 6. A copy of any authorization issued by or on behalf of another flag stated in accordance with [Resolution MSC.402\(96\)](#).
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ACKNOWLEDGEMENT

By virtue of my signature below, I hereby make application to the Republic of Liberia to become an Authorized Lifeboat Service Providers (LASP). I have responded to all items on this application honestly and completely. I understand that should I be approved to be an LASP, I must adhere to all applicable Liberian Maritime rules and regulations, and the requirements and guidelines of Resolution MSC.402(96).as adopted by Liberian in Liberian Marine Operations Note 02/2022 other rules, regulations, agreements, as may be promulgated by the Office of the Deputy Commissioner.

I also acknowledge that upon request I will submit to the Office of the Deputy Commissioner (DCO) all required information reports and fees regarding the servicing and inspection of lifeboats and rescue boats, launching appliances and release gear, including any overhaul, overload operational tests, and repairs of the equipment in a timely manner. I acknowledge that failure to abide by the requirements of Liberian Marine Operations Note 04/2022 may result in the suspension or revocation of my LASP authorization.

I further acknowledge that I may not trade, reassign, sell or otherwise transfer my authority to act as an LASP without the express approval of the DCO. I agree to notify the DCO of any changes in my company's name, address, and/or other contact information. Should I cease to function as a Lifeboat Service Provider I agree to notify the DCO immediately.

I acknowledge that I am familiar with the Liberia rules and regulations (Liberian Marine Operations Note 02/2022) concerning regarding the servicing and inspection of lifeboats and rescue boats, launching appliances and release gear, including any overhaul, overload operational tests, and repairs of the equipment and that failure to abide by these rules may result in the suspension or revocation of my Lifeboat Authorized Service Provider certification.

Name: _____

Signature: _____

Date: _____