



# **RYA Technical Services (Coding & Tonnage) during the Coronavirus (COVID-19) Pandemic - FAQs for Surveyors, Inspectors, Measurers, Owners and Managing Agents**

*This guidance was last updated on 10 June 2020.*

## **For Owners and Managing Agents**

**I need to have a Survey of Tonnage & Measurement undertaken to allow me to register my vessel. How can I have this undertaken?**

Where it is not possible to have a Tonnage Measurer attend the vessel, the MCA have agreed that for British vessels seeking registration on Part I of the Register the measurement may be undertaken either using drawings of the vessel or using the measurements of a sister vessel of a series build which is in possession of an existing Tonnage Certificate. In both cases, it is a requirement that at the earliest opportunity the vessel is formally measured and the certification reissued where a variation of tonnage greater than 2% is found.

**I am still operating but I have been unable to get my life saving apparatus serviced as normal, what should I do?**

The MCA has agreed that the normal period of servicing for inflatable liferafts, and inflatable lifejackets can be extended to 17 months (but not beyond 17<sup>th</sup> September 2020) subject to an onboard inspection by the Master. There is no paperwork required for those but you are recommended to retain a copy of [MIN 612](#) onboard and refer to section 3 for the guidance of officials should it be required.

**I have an annual renewal due, what should I do?**

As normal you should conduct your owner / managing agent annual inspection within 3 months either side of your anniversary date, and no more than 15 months from

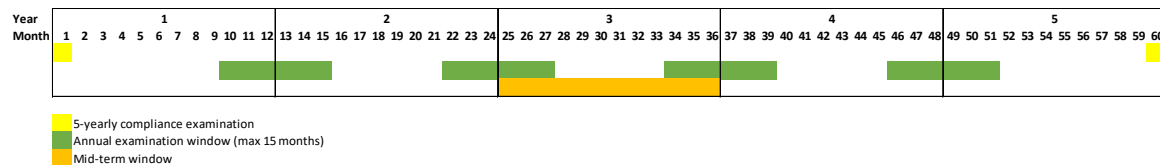
your last inspection, and complete the normal self-declaration form. We will then issue your annual certificate by e-mail.

**My regular surveyor / inspector is unable to attend. What should I do?**

Mid-term inspections can be conducted by any RYA surveyor or inspector and 5-yearly compliance examinations can be conducted by any RYA surveyor. See [here](#) for a list. Given the latest Government advice, most of our surveyors and inspectors are now returning to work.

**I am due a mid-term inspection soon, what should I do?**

The normal window for mid-term inspections is anytime between 2-years from your initial compliance examination until 3-years from your initial compliance exam as shown in the table below. If you are within 1 month of the end of your window and are unable to arrange an inspection get in touch with RYA Technical to discuss your requirements. We will endeavour to help find a surveyor or inspector to conduct the examination, but where this is not possible, we may be able to issue a 3-month extension.



**I am due a 5-yearly compliance examination in the next few months, what should I do?**

Please try and arrange for your examination as normal, most of our surveyors have returned to work. If you are within 1 month of the end of your certification and are unable to arrange a survey, then please get in touch with RYA Technical to discuss your requirements. We will endeavour to help find a surveyor to conduct the examination, but where this is not possible, we may be able to issue a 3-month extension.

**My certificate is about to expire and it has not been possible to have a survey conducted. Will my boat fall out of code?**

No. The MCA has granted Certifying Authorities the ability to issue a temporary 3-month certificate on the basis of a self-declaration by the owner / managing agent. If you find yourself in this situation, please contact RYA Technical to discuss your situation.

### **What happens at the end of the 3-month extension?**

Wherever possible, the survey must be undertaken prior to the end of the 3-month extension or the certificate shall be suspended. Please contact RYA Technical directly if this affects you.

### **Does the above apply to vessels other than UK flagged vessels?**

The RYA is a Certifying & Tonnage Authority for British Virgin Islands, Cayman Islands, Jersey, Guernsey and Isle of Man in addition to the UK.

Other flag states have not put in place any formal system as the MCA have done for the UK but will consider requests on a case by case basis.

### **I intend to close my business until the current pandemic has passed. What do I need to do?**

You are able to suspend your vessels certification by emailing us, however this does not change the survey windows. Should you think any suspension would span across a survey window then please discuss with us and we can advise you further.

### **I am an RYA RTC but my vessel is not coded through the RYA, what should I do?**

You should get in touch with your chosen Certifying Authority who should be able to follow the same process set out above. If your CA is not able to assist you then please get in touch and we will see what we can do to help.

### **Does the RYA Office remain open?**

Most RYA Technical Staff are working from home with limited office cover. To help facilitate this all communication should be via email to [scvcert@rya.org.uk](mailto:scvcert@rya.org.uk). We are able to send and receive post but this may be slightly delayed. We will issue a PDF copy of certificates and then later follow up with a hard copy. The MCA have confirmed that the requirement for discs to be displayed on board is currently suspended.

### **What advice is the RYA able to give me on financial support?**

Please see the [Insurance and Financial support section](#) on our FAQs for Affiliated Clubs, Classes and Recognised Training Centres.

# For Coding Surveyors, Inspectors and Tonnage Measurers

**I have been asked to travel abroad to undertake a survey on a vessel. Should I still do it?**

As countries respond to the COVID-19 pandemic, including travel and border restrictions, the FCO advises British nationals against all but essential international travel. Any country or area may restrict travel without notice. If you live in the UK and are currently travelling abroad, you are strongly advised to return now, while there are still commercial routes available. Many airlines are suspending flights and many airports are closing, preventing flights from leaving.

You can get advice about travelling abroad, including the latest information on coronavirus, safety and security, entry requirements and travel warnings at [www.gov.uk/foreign-travel-advice](http://www.gov.uk/foreign-travel-advice).

Ultimately, the decision on whether or not to travel is entirely yours and should be made taking into account the relevant local government advice and your personal circumstances.

**If I travel abroad for a survey will I be required to quarantine on my return to the UK?**

The Health Protection (Coronavirus, International Travel) (England) Regulations 2020 require someone arriving in England from outside the common travel area (UK, Channel Islands, Isle of Man & Republic of Ireland) to self-isolate for 14 days after their return.

The regulations contain an exemption to the requirement for certain people to self-isolate and include:

*“An inspector, or a surveyor of ships, appointed under section 256 of the Merchant Shipping Act 1995, where they have travelled to the United Kingdom in the course of their work.”*

The MCA have confirmed that this will apply to persons authorised by a Certifying Authority to undertake examinations in accordance with the Codes of Practice.

**Given the current situation, have the MCA made any provision for delaying surveys?**

The MCA have published [MIN 612](#). This permits Certifying Authorities (CAs) to issue a short term certificate of up to 3-month duration, on the basis of a self-declaration, should it not be possible for an authorised person to survey the vessel during the survey window.

**I have undertaken a survey / inspection and the LSA service date has passed. The owner / managing agent is unable to get the equipment serviced, what are their options?**

The MCA has agreed that the normal period of servicing for inflatable liferafts, and inflatable lifejackets can be extended to 17 months (but not beyond 17<sup>th</sup> September 2020) subject to an onboard inspection by the Master. There is no paperwork required for those but vessels are recommended to retain a copy of [MIN 612](#) onboard and refer to section 3 for the guidance of officials should it be required.

**Can I undertake a virtual survey by having a master walk round the vessel with a video link?**

No. The MCA will not permit this. Please see below for remote tonnage measurement.

**What advice should I give to owners / managing agents?**

Where possible we recommend that every effort is made to try and arrange a survey as early as possible given that any extension is for a maximum of 3-months and we do not currently know how long this situation will continue for. Where it is not possible for any RYA Surveyor to conduct an inspection or survey then the owner / managing agent should complete [this self-declaration form](#) to allow us to issue a 3-month extension to their certificate.

**If I am unable to travel to survey a vessel for a regular client what should I do?**

An extension will only be granted where it is not possible for any RYA Surveyor to conduct an examination. The preference is always for an actual examination to be conducted where possible. Where it is not possible for any RYA Surveyor to conduct an inspection or survey then the owner / managing agent should complete [this self-declaration form](#) to allow us to issue a 3-month extension to their certificate.

**Does this process cover MLC inspections?**

Yes. Where an MLC inspection is required the same process can be followed. The owner / managing agent should still complete their declaration form and submit all relevant paperwork for the administration audit.

**What is the situation regarding vessels that are new to code?**

We can only issue 3-month extensions to vessels that are currently coded and have a certificate in place. No certificate can be issued without there having been an initial compliance examination. In extreme circumstances, where it has simply not been possible to arrange a survey before the end of the extension, we may be able to consider limited extensions on a case by case basis. Please contact RYA Technical directly to discuss.

### **What happens at the end of the 3-month extension?**

Given most surveyors and inspectors have returned to work we do not foresee this being a problem provided owners are prudent in arranging for examinations as soon as possible.

### **If a survey is conducted within the 3-month extension, what will the anniversary date become going forward?**

Following completion of a survey the RYA will issue a new certificate. The anniversary date will be aligned with that of the original certificate.

### **I am currently an inspector. Can I be temporarily upgraded to surveyor status for this period to assist?**

We must continue to uphold the high standards we expect from all and retain the integrity of any examinations conducted during this period. Anyone who wishes to increase their authorisation level should make themselves known to Niall or Adam, complete [this form](#) and provide an updated CV. This will then be considered by our CA Committee via email.

### **What about Tonnage Measurement?**

Included in Annex B of [MIN 612](#) is a General Exemption to the Tonnage Regulations permitting, under certain conditions, the assessment of tonnage remotely.

“Calculations and measurements are to be completed as per the relevant regulations and are acceptable when obtained from the following:

1. A sister vessel of a series build which is in possession of an existing Tonnage Certificate, issued on behalf of the Government of the United Kingdom of Great Britain and Northern Ireland.
2. Measurements taken from drawings of the vessel.

On the condition that at the earliest opportunity the vessel is formally measured. Should the measurement result in a variation of tonnage greater than 2% the tonnage certification should be re-issued”

The SUR59D must be completed as normal but for “Place of Measurement” please record either “SISTER VESSEL AS PER MIN 612” or “FROM DRAWING AS PER MIN 612”.

The RYA will retain a record of all certificates issued in this manner and you must advise us as soon as the vessel has been formally measured either confirming the measurement was within 2% or providing a new SUR59D.

For any vessels where this process is implemented, the standard RYA fee will be increased by 50% to account for the additional work involved in processing an initial

SUR59D and then confirming the measurement was correct or processing an amended SUR59D.

**Does the above apply to all Administrations the RYA are authorised by?**

The RYA is a Certifying & Tonnage Authority for British Virgin Islands, Cayman Islands, Jersey, Guernsey and Isle of Man in addition to the UK.

Other flag states have not put in place any formal system as the MCA have done for the UK, but will consider requests on a case by case basis.

**What is the current situation at the RYA Office?**

Most RYA Technical Staff are working from home with limited office cover. To help facilitate this all communication should be via email to [scvcert@rya.org.uk](mailto:scvcert@rya.org.uk). We are able to send and receive post but this may be slightly delayed. Adam and Niall are available by telephone for any urgent queries.

**What advice is the RYA able to give me on financial support?**

Please see the [Insurance and Financial support section](#) on our FAQs for Affiliated Clubs, Classes and Recognised Training Centres which also includes guidance on the financial support measures available for the self-employed.

**Some of my regular clients have had 3 month extensions issued on their certificate. What should I advise them?**

Anyone who currently has a 3-month extension should be looking to have their examination completed as soon as possible. Where this is not possible (due to local travel restrictions in foreign ports for instance) then please contact RYA Technical directly for further advice.