



# **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 27 March 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

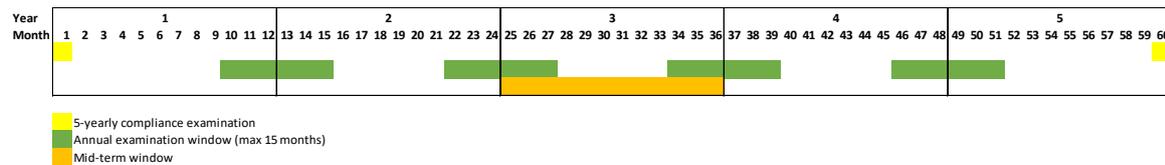
your last inspection, and complete the normal self-declaration form. We will then issue your annual certificate by e-mail. If you are unable to attend your vessel to conduct your annual inspection, then you should request a 3 month extension when you are approaching 15 months from your last inspection by completing this [self-declaration form](#).

**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. However we appreciate that at this time the majority are unable 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, then please complete [this self-declaration form](#) to allow us to issue you with a 3-month extension.



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

We do not currently know how long this situation will continue for. If you are within 1 month of the end of your certification and are unable to arrange a survey, then please complete [this self-declaration form](#) to allow us to issue you with 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 complete [this self-declaration form](#).

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

Currently the MCA have made no provision for any extension beyond 3-months. The survey must be undertaken prior to the end of the 3-month extension or the certificate shall be suspended.

### **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. We are currently liaising with the other administrations to understand their positions.

Cayman Islands have advised that they will accept the UKs approach with regards Tonnage Measurement and will consider agreeing to 3-month extensions of SCV certificates on a case by case basis.

Guernsey have advised that they have not implemented any alternative provisions but may consider applications for provisional registration.

We await updates from the other administrations and will amend this page when those details are known.

### **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?**

All RYA Technical Staff are now working from home. To help facilitate this all communication should be via email to [scvcert@rya.org.uk](mailto:scvcert@rya.org.uk). We will be unable to send or receive post and all communication from us, including certificates, will be issued by email for the foreseeable future. The MCA have confirmed that the requirement for discs to be displayed on board is currently suspended.

All RYA staff will be on annual leave from 3<sup>rd</sup> April for a period of two weeks, therefore please ensure that for any vessels whose certification will expire during that period you submit your self-declaration as soon as possible to allow us to issue you with a 3-month extension.

### **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.

**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.

### **Will the Certifying Authorities be working together during this period?**

As always the heads of the various CAs are in regular communication with each other. There is a meeting of all the CAs scheduled for 27th March and it is expected that at that time we will discuss what need and opportunities there are for us to support each other during this time.

### **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.

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

Currently the MCA have made no provision for any extension beyond 3-months. The survey must be undertaken prior to the end of the 3-month extension or the certificate shall be suspended.

### **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. We are currently liaising with the other administrations to understand their positions.

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

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All RYA staff will be on annual leave from 3<sup>rd</sup> April for a period of two weeks so please ensure that any SCV2s that you have completed are submitted ASAP so they may be processed in advance of this.

### **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.