INTERNATIONAL MARITIME ORGANIZATION

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SAR.7/Circ.13
10 March 2017

LIST OF DOCUMENTS AND PUBLICATIONS WHICH SHOULD BE HELD
BY A MARITIME OR JOINT RESCUE COORDINATION CENTRE

1   The Sub-Committee on Navigation, Communications and Search and Rescue (NCSR), at its fourth session (6 to 10 March 2017), taking into account the outcome of the ninety-fifth, the ninety-sixth and the ninety-seventh sessions of the Maritime Safety Committee and the twenty-ninth regular session of the Assembly, updated the annexed List of documents and publications, previously issued as SAR.7/Circ.12, which are considered essential for use by Maritime and Joint Rescue Coordination Centres (MRCCs and JRCCs).

2   Member States are invited to bring the updated list, given in the annex, to the attention of MRCC or JRCC personnel.

3   This circular revokes SAR.7/Circ.12.

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ANNEX

**LIST OF DOCUMENTS AND PUBLICATIONS WHICH SHOULD BE HELD
BY A MARITIME OR JOINT RESCUE COORDINATION CENTRE**

This circular, which is published following the instructions from the Sub-Committee on Navigation, Communications and Search and Rescue, provides maritime and joint rescue coordination centres (MRCCs and JRCCs), solely for their operational purposes, with a minimum list of documents and publications which are essential for such centres to have in their possession or to have rapid and reliable access to a digital version.

The list has been kept to a minimum. It only covers search and rescue and no other tasks which RCCs are often required to perform. Thus, documents concerning the World-Wide Navigational Warning System are only mentioned to the extent that access to the system is essential in the context of some SAR operations.

National Authorities responsible for search and rescue may, of course, add to this list to improve centres' documentation. Governments may replace the documents and publications listed below by national equivalent documents and publications. It is also for them to decide, depending on the degree of autonomy of maritime or joint rescue sub-centres, whether some documents on the list need not be provided to them.

*   Indicates that the document may not be useful for MRCCs or JRCCs whose search and rescue region (SRR) is entirely in a GMDSS sea area A1 and/or A2.

**   Indicates that the document is only essential if the MRCC or JRCC covers an area where the NAVTEX service exists or may be introduced.

REFERENCE	DATE	TITLE
1 IMO publications All following publications are available (to be purchased) at: http://www.imo.org/Publications/Documents/Attachments/Welcome.pdf		
IF-110 A/C/E/F/R/S	2014	International Convention for the Safety of Life at Sea (SOLAS) (Consolidated Edition, 2014)
IB-955 E/S EB-955 A/C/F/R	2006	SAR Convention (2006 Edition)
II-960 E KI-960 F/S	2016	International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual Volume I (2016 Edition) – Organization and Management
KF-961 E/F/S	2016	International Aeronautical and Maritime Search and Rescue (IAMSAR) Manual Volume II (2016 Edition) – Mission Coordination
II-962 E KI-962 F/S	2016	International Aeronautical and Maritime Search and Rescue (IAMSAR Manual Volume III (2016 Edition) – Mobile Facilities
IG-970 E	2015	GMDSS Manual (2015 Edition)
I-969 E	1992	GMDSS Operating Guidance Card (1992 Edition)

REFERENCE	DATE	TITLE
IA-987 E/F/S	2005	IMO Standard Marine Communication Phrases (SMCP) – (including CD-ROM: pronunciation guide) (2005 Edition)
IB-908 E/F/S	2011	*International SafetyNET Manual (2011 Edition) See also MSC.1/Circ. 1364/Rev.1 below
ID-951 E/F/S	2012	**NAVTEX Manual (2012 Edition) See also MSC.1/Circ. 1403/Rev.1 below
IB-910 E/F/S	2015	Joint IMO/IHO/WMO Manual on Maritime Safety Information (MSI Manual) (2015 Edition)
IA-994 E/F/S	2005	International Code of Signals (2005 Edition)
IK-200 E/F/S	2016	International Maritime Dangerous Goods Code (IMDG Code) (2016 Edition) (incorporating amendment 38-16)
II-210 E/F/S	2014	IMDG Code Supplement (2014 Edition)

2   IMO documents

The following Assembly resolutions and MSC Circulars are available for free at:
http://www.imo.org/KnowledgeCentre/IndexofIMOResolutions/Pages/Default.aspx
COMSAR Circulars are available for free at (IMODOCS):
http://docs.imo.org/Category.aspx?cid=376

Res. A.705(17), as amended (MSC.1/Circ.1287.Rev.1)	06/11/91, amended 24/06/13	*Promulgation of Maritime Safety Information (MSI)*
Res. A.706(17), as amended (MSC.1/Circ.1288.Rev.1)	06/11/91, amended 24/06/13	*World-Wide Navigational Warning Service*
Res. A.814(19)	23/11/95	*Guidelines for the Avoidance of False Distress Alerts*
Res. A.855(20)	27/11/97	*Standards for on-board helicopter facilities*
Res. A.856(20)	27/11/97	*Guidance to Administrations on development of a shore-based SAR telecommunication infrastructure*
Res. A.887(21)	25/11/99	*Establishment, updating and retrieval of the information contained in the registration databases for the Global Maritime Distress and Safety System (GMDSS)*
Res. A.919(22)	29/11/01	*Acceptance and implementation of the International Convention on Maritime Search and Rescue, 1979, as amended*
Res. A.920(22)	29/11/01	*Review of safety measures and procedures for the treatment of persons rescued at sea*
Res. A.949(23)	05/12/03	*Guidelines on places of refuge for ships in need of assistance*
Res. A.950(23)	05/12/03	*Maritime Assistance Services (MAS)*

REFERENCE	DATE	TITLE
Res. A.954(23)	05/12/03	*Proper use of VHF channels at sea*
Res. A.999(25)	29/11/07	*Guidelines on voyage planning for passenger ships operating in remote areas*
Res. A.1044(27)	30/11/11	*Piracy and armed robbery against ships in waters off the coast of Somalia*
Res. A.1051(27)	30/11/11	*IMO/WMO Worldwide Met-Ocean Information and Warning Service – Guidance Document*
Res. MSC.131(75)	21/05/02	*Maintenance of a continuous listening watch on VHF channel 16 by SOLAS ships whilst at sea after 1 February 1999 and installation of VHF DSC facilities on non-SOLAS ships*
Res. MSC.167(78)	20/05/04	*Guidelines on the treatment of persons rescued at sea* *(Also see IMO/UNHCR/ICS leaflet)*
IMO/UNHCR/ICS leaflet	2015	Rescue at Sea – A guide to principles and practice as applied to refugees and migrants
Res. MSC.199(80)	16/05/05	*Adoption of amendments to provision of radio services for the Global Maritime Distress and Safety System (GMDSS) – (resolution A.801(19))*
Res. MSC.305(87)	17/05/10	*Guidelines on Operational Procedures for the promulgation of Maritime Safety Information concerning acts of Piracy and Piracy counter-measure operations*
COMSAR/Circ.3	19/04/96	Relations between NAVAREA Coordinators and Rescue Coordination Centres
COMSAR/Circ.22	20/06/00	Guidance on data fields for SAR databases
COMSAR/Circ.23	20/06/00	Guidance for central alerting posts (CAPs)
COMSAR/Circ.25	15/03/01	Procedure for responding to DSC distress alerts by ships
COMSAR/Circ.29	27/05/02	Guidance for the voluntary use of the standardized questionnaires and formats for reporting false alerts in collecting data on false alerts
COMSAR/Circ.31	06/02/03	Guidance for Mass Rescue Operations (MROs)
COMSAR/Circ.35	21/05/04	Recommendations on medium frequency/high frequency (MF/HF) digital selective calling (DSC) test calls to coast stations
COMSAR/Circ.37	28/02/05	Guidance on minimum communication needs of Maritime Rescue Coordination Centres (MRCCs)
COMSAR.1/Circ.41	16/10/07	Analysis of Maritime Safety Information Promulgated via the EGC SafetyNET system and recommendations on improving its quality
COMSAR.1/Circ.45	04/02/09	Guidance on distress alerts

REFERENCE	DATE	TITLE
COMSAR.1/Circ.50/Rev.3	13/01/12	*Distress priority communications for RCC from shore to ship via Inmarsat
COMSAR.1/Circ.51/Rev.8	06/09/16	List of NAVAREA Coordinators
COMSAR.1/Circ.53/Rev.2	22/07/13	List of Land Earth Station (LES) Operation Coordinators in the Inmarsat System
COMSAR.1/Circ.55	30/11/12	Guidance for entering and updating information on search and rescue services into GISIS and on how to get access to the information for operational use
COMSAR.1/Circ.56	30/11/12	Guidance on smartphone and other computer device SAR applications
MSC/Circ.805	06/06/97	Guidance for the use of radio signals by ships under attack or threat of attack from pirates or armed robbers
MSC/Circ.895	04/02/99	Recommendation on helicopter landing areas on ro-ro passenger ships
MSC.1/Circ.896/Rev.2	26/05/16	Interim measures for combating unsafe practices associated with the trafficking, smuggling or transport of migrants by sea
MSC/Circ.960	20/06/00	Medical assistance at sea
MSC/Circ.1042	28/05/02	List of contents of the "Emergency Medical Kit/Bag" and medical consideration for its use on ro-ro passenger ships not normally carrying a medical doctor
MSC/Circ.1043	31/05/02	Guidance on ships' daily reporting of their positions to their companies
MSC/Circ.1073	10/06/03	Measures to enhance maritime security – Directives for maritime rescue coordination centres (MRCCs) on acts of violence against ships
MSC/Circ.1078	06/06/03	Guidelines to Administrations on reporting false alerts
MSC/Circ.1079	10/07/03	Guidelines for preparing plans for co-operation between search and rescue services and passenger ships (in accordance with SOLAS regulation V/7.3)
MSC/Circ.1105	25/02/04	Guidance on responsibility and liability issues related to the use of the emergency medical kit/bag and evaluation of its use in emergency incidents
MSC/Circ.1172	23/05/05	Identification of passenger ships, other than ro-ro passenger ships, which should benefit from being equipped with the Emergency Medical Kit/Bag (EMK)

REFERENCE	DATE	TITLE
MSC.1/Circ.1182/Rev.1	21/11/14	Guide to recovery techniques
MSC.1/Circ.1183	31/05/06	Guidelines on the provision of external support as an aid to incident containment for SAR Authorities and others concerned
MSC.1/Circ.1184	31/05/06	Enhanced contingency planning guidance for passenger ships operating in areas remote from SAR facilities
MSC.1/Circ.1185/Rev.1	23/05/12	Guide for cold water survival
MSC.1/Circ.1186	01/06/06	Guidelines on the training of SAR service personnel working in major incidents
MSC.1/Circ.1208	22/05/06	Promoting and verifying continued familiarization of GMDSS operators on board ships
MSC.1/Circ.1210/Rev.1	21/11/14	Guidance on the Cospas-Sarsat International 406 MHz Beacon Registration Database
MSC.1/Circ.1218	15/12/06	Guidance on exchange of medical information between telemedical assistance services (TMAS) involved in international SAR operations
MSC.1/Circ.1248	16/10/07	Minimizing delays in search and rescue response to distress alerts
MSC.1/Circ.1287/Rev.1	24/06/13	Amendments to resolution A.705(17) – *Promulgation of maritime safety information*
MSC.1/Circ.1288/Rev.1	24/06/13	Amendments to resolution A.706(17) – *World-Wide Navigational Warning Service*
MSC.1/Circ.1333/Rev.1	26/06/09	Recommendations to Governments for preventing and suppressing piracy and armed robbery against ships
MSC.1/Circ.1334	23/06/09	Guidance to shipowners and ship operators, shipmasters and crews on preventing and suppressing acts of piracy and armed robbery against ships
MSC.1/Circ.1338/Rev.1	12/06/15	Guidance to search and rescue services in relation to requesting and receiving LRIT information
MSC.1/Circ.1364/Rev.1	25/11/16	Revised International SafetyNET Manual, which will enter into force on 1 January 2018
MSC.1/Circ.1365	24/05/10	Commercially available locating, tracking and emergency notification devices
MSC.1/Circ.1382/Rev.2	24/06/13	Revised questionnaire on shore-based facilities for the Global Maritime Distress and Safety System (GMDSS)
MSC.1/Circ.1403/Rev.1	25/11/16	Revised NAVTEX Manual, which will enter into force on 1 January 2018

REFERENCE	DATE	TITLE
MSC.1/Circ.1412/Rev.1	21/11/14	Principles and guidelines relating to the review and audit of the performance of LRIT Data Centres and the International LRIT Data Exchange (Principles and guidelines)
MSC.1/Circ.1413	25/05/12	Basic safety guidance for yacht races or oceanic voyages by non-regulated craft
GMDSS.1/Circ.19	20/07/16	Master Plan of shore-based facilities for the Global Maritime Distress and Safety System (GMDSS Master Plan)
SAR.7/Circ.13	2017	List of documents which should be held by a MRCC or JRCC
3 Non-IMO documents		
ITU List IV	November 2015 (updated bi-annually)	List of Coast Stations and Special Service Stations (List IV) [on CD-ROM] can be purchased at: http://www.itu.int/pub/R-SP-LM/en
ITU List V	April 2017 (updated annually)	List of Ship Stations and Maritime Mobile Service Identity Assignments (List V) [on CD-ROM] can be purchased at: http://www.itu.int/pub/R-SP-LM/en
ITU MARS	Updated daily	Maritime online access and retrieval system (MARS) containing the same information as in List IV and List V above Available for free at: http://www.itu.int/en/ITU-R/terrestrial/mars/Pages/MARS.aspx
Cospas-Sarsat – C/S G.007	December 2016	Handbook on Distress Alert Messages for RCCs, SPOCs and IMO Ship Security Competent Authorities (Issue 2) Available for free at: http://www.cospas-sarsat.int/en/documents-pro/system-documents
List of Radio Signals		List of Radio Signals
Air Navigation Plan for ICAO region the MRCC or JRCC is located in		Electronic Air Navigation Plan (eANP) available on ICAO Regional Office website located at: http://www.icao.int/secretariat/RegionalOffice/Pages/default.aspx
ICAO Standards and Recommended Practices ISBN 978-92-9231-384-5	July 2004	Annex 12 – Search and Rescue http://www.icao.int

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