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MARINE DEPARTMENT

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網站 WEB SITE : <http://www.mardep.gov.hk>

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電話號碼 TEL. NO.: (852) 2852 4407

傳真號碼 FAX NO.: (852) 2545 0556

20 June 2014

To: Shipowners / Ship Managers / Ship Masters

Dear Sir/Madam,

New arrangement and E-mail Address for applying Exemption/Dispensation

This letter serves to inform Shipowners and Ship Management Companies on the new arrangement and e-mail address regarding the application for exemption of equipment or dispensation of manning for Hong Kong registered ships.

Marine Department (MD) is fully aware of the need for expediting the granting of exemption and/or dispensation to avoid unnecessary delay to the ship's schedule. The Ship Safety Branch (SSB) of MD is tasked to regulate the ship safety, ship security and pollution prevention while providing its services in assisting Hong Kong registered ships to smoothly operate globally. SSB endeavours to adopt the best possible way according to its legal advices and within its manpower capabilities in this respect.

The existing e-mail address "ss_css@mardep.gov.hk", which is currently used for receiving all subject matters with hundreds of e-mail messages daily, may lead to delays in the processing of exemption and dispensation requests which require MD's prompt action. In view of the above and with immediate effect, a dedicated e-mail address has been assigned exclusively for the applications of exemption/dispensation, and nothing else. This new e-mail address is "exemption@mardep.gov.hk". All other correspondences should continue to be sent to the existing e-mail address (i.e. ss_css@mardep.gov.hk). Please note exemption and dispensation requests sent to this e-mail address will still be processed but may be subject to delays.

同心協力,促進卓越海事服務

We are One in Promoting Excellence in Marine Services

To facilitate us in processing the exemption and dispensation, all future applications of exemption/dispensation are required to fill in the relevant application form, one for the exemption of equipment/extension of servicing of appliances/surveys etc. and the other form for the dispensation of manning requirements. Kindly noted incomplete application forms will not be processed. Copies of these two application forms are enclosed with this letter for easy reference. These application forms are in fillable PDF format and also can be downloaded from MD's website.

Should you have any enquiries on exemption and/or dispensation, please do not hesitate to contact the Convention Ship Safety Section at (852) 2852-4510 or after office hours, weekends and public holidays to our Vessel Traffic Centre (VTC) at (852) 2233-7808, or by e-mail to "exemption@mardep.gov.hk".

Yours faithfully,

Ship Safety Branch
Hong Kong Marine Department

Encl.

c.c. Vessel Traffic Centre (w/o encl.)