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**MARINE DEPARTMENT**

HARBOUR BUILDING

38 PIER ROAD

HONG KONG

G.P.O. BOX 4155

HONG KONG

本署檔號	OUR REF:	MD-CSS-F02-040-04A-001
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19 September 2023

**To: Shipowners, Ship Managers and Representative Persons**

Dear Sir/ Madam,

### **Enhancement of One-stop e-Service**

Marine Department (MD) has launched the One-stop e-Service (OSS) at the Electronic Business System (eBS) ([https://ebs.mardep.gov.hk/en/services\\_ship\\_registration\\_ships\\_services.php](https://ebs.mardep.gov.hk/en/services_ship_registration_ships_services.php)) for Hong Kong registered cargo ships since 1 July 2022.

2. With the successful launch of e-certification for Hong Kong registered ships on 1 August 2023, the OSS platform now provides a complete chain of e-services, starting from e-application to e-certification, all within one single portal. For details of e-certification, please refer to HKMSIN No.42/2023 at <https://www.mardep.gov.hk/en/msnote/pdf/msin2342.pdf>.

3. We are pleased to inform you that the OSS platform has introduced some enhanced functions on 16 September 2023. These enhancements extend e-service coverage to include more applications for Hong Kong registered cargo ships such as the Application for Carriage of Firearms and Ammunition Letter, as well as some applications for Hong Kong registered high speed craft and passenger ships. The OSS key features could be found in **Annex** for reference.

4. Should you have any enquiries about the OSS, please contact:
- i. hksr\_oss@mardep.gov.hk for Ship Registration related applications;
  - ii. ss\_css@mardep.gov.hk for Cargo Ships related applications; or
  - iii. ssps@mardep.gov.hk for High Speed Craft and Passenger Ships related applications.

Yours faithfully,

*(No signature on website)*

(W.C. LEE)  
General Manager  
Ship Registration and Quality Branch  
Shipping Division  
*for* Director of Marine

Encl.: Annex



## One-stop e-Service for Hong Kong Registered Ships



[https://ebs.mardep.gov.hk/en/services\\_ship\\_registration\\_ships\\_services.php](https://ebs.mardep.gov.hk/en/services_ship_registration_ships_services.php)




## One-stop e-Service Main Features

- ✓ **Free account & Simple Registration**  
**(only email address is required)**

Create New Passcode Account for Ship Registration Services and Services for Cargo/Passenger Ships Application

Email Address \*

Captcha Type \*  Image  Audio



Token No \*



## One-stop e-Service Main Features

- ✓ **Single account for multiple-applications**  
**(COR, DMLC-Part1, MSMC, Exemptions/Dispensations, BCC, CLC, CSR, etc.)**

eBS Form ID	Form Name	Fee	Ref.
eBS9101	New Ship Registration (New Build)	First Registration Fee (Based on GT)	<input type="button" value="Apply"/>
eBS Form ID	Form Name	Fee	<input type="button" value="Cancel"/>
eBS9105 <input checked="" type="checkbox"/>	First Continuous Synopsis Record (CSR)	HKD\$260	
eBS9109 <input checked="" type="checkbox"/>	Certificate of Insurance or Other Financial Security in respect of Civil Liability for Bunker Oil Pollution Damage (Bunker Certificate Application)	HKD\$535	
eBS9110 <input checked="" type="checkbox"/>	Certificate of Insurance or Other Financial Security in respect of Civil Liability for Oil Pollution Damage (Civil Liability Certificate Application)	HKD\$535	
eBS9111 <input checked="" type="checkbox"/>	Declaration of Maritime Labour Compliance - Part 1		
eBS9112 <input checked="" type="checkbox"/>	Minimum Safe Manning Certificate		
eBS9113 <input checked="" type="checkbox"/>	Application for Dispensation of Manning		
eBS9114 <input checked="" type="checkbox"/>	Exemption/Dispensation		



## One-stop e-Service Main Features




- ✓ eBS online payment is available for ship certifications, including BCC, CLC, CSR and certified/uncertified Transcript of Register

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Online Payment Service

Help  
Email  
ebs\_support@  
mardep.gov.hk

Please select the payment method :

Type of Service	Application for First Continuous Synopsis Record (CSR)
Merchant Name	Marine Department
Transaction Date	24-05-2022
Transaction Reference Number	EBS91059060
Total Amount	HK\$ 260.00
Payment Method*	  

Cancel Payment Pay

- Please take note of the transaction reference number or **PRINT** this page for making enquiry on the payment status when necessary.
- After pressing the 'Pay' button, please **DO NOT** leave this e-service until you receive the acknowledgement page, otherwise your transaction may not be successful.
- Merchant Name is applicable to credit card payment method only.
- Under exceptional conditions, a refund may need to be arranged. If the payment is made by Credit Card, the refund can normally be made to the Credit Card account that is used for the payment.
- Some users may receive an error page or have to wait for several minutes before they get a response from the credit card payment gateway. If you experience such a problem, please wait a moment and retry, or change to use other available payment methods. We apologise for any inconvenience caused.
- Different credit card issuers may have implemented different mechanisms to authenticate the cardholder's identity during online payment. Please contact your card issuer if you want to learn more about the J/Secure, Mastercard SecureCode and Verified by Visa service.

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- ✓ Online payment such as Internet banking is also available for ship registration (CoR) and ATC payment



## One-stop e-Service Main Features

- ✓ Tracking for ship registration and certifications applications
- ✓ Record / Information of past applications

### Application Status

You may select the specific row(s) in the below table before clicking the below button(s).

[Confirm / Settle Payment](#) [Download Demand Note](#) [Download Document](#)

Show  entries

Search:

	Ref Id ↓↑	Vessel Name ↓↑	Form Name ↓↑	Submission Date ↓↑	Process Date ↓↑	Application Status ↓↑	Payment Method ↓↑	Payment Status ↓↑	Amount ↑
	9246	TEST 9101 MULTI 0526A	eBS9101-New Ship Registration (New Build)	26-05-2022	26-05-2022	In progress		UNPAID	



## One-stop e-Service Main Features

- ✓ **Fee Calculator for Ship Registration Fee and Annual Tonnage Charge**

Home / First Registration Fee and Annual Tonnage Charge Calculator

You are invited to register a New Passcode Account for Ship Registration Services and Service for Registered Cargo/Passenger Ships. Click [here](#).

First Registration Fee (Based On GT)	
Gross Tonnage of Ship	First Registration Fee (HK\$)
100000	15,000.00

Annual Tonnage Fee (Based On NT)	
Net Tonnage of Ship	Annual Tonnage Fee (HK\$)
50000	77,500.00

The annual tonnage charge for a ship is determined according to its NET TONNAGE (NT) not exceeding 1,000 NT - HK\$1500; plus for the 1,001<sup>st</sup> to 15,000<sup>th</sup> NT - HK\$3.5 per ton, AND for the 15,001<sup>st</sup> NT and upward - HK\$3.00 per ton, SUBJECT to a maximum charge of HK\$77,500.

[Print](#) [Home](#)





## One-stop e-Service Main Features

### ✓ New Applications available after 16 September 2023

eBS9118	Application for Survey or Inspection (For Liferrafts and Lifejackets)	Apply
eBS9119	Application for Drawing Approval / Document Approval of Ships (For HK Registered High Speed Craft and Passenger Ship)	Apply
eBS9120	Application for Survey or Inspection of Ships (For HK Registered High Speed Craft and Passenger Ship)	Apply
eBS9122	Carriage of Firearms and Ammunition Letter	Apply
eBS9123	Change of Representative Person (RP) Details	Apply



## One-stop e-Service Main Features

✓ **New Applications available after 16 September 2023**

eBS9115	Change of Ship's Name	<a href="#">Choose</a>
eBS9116	Change of Ownership	<a href="#">Choose</a>
eBS9117	Change of the Particulars of Ship	<a href="#">Choose</a>
eBS9124	Change of Owner / Demise Charterer (DC) Details	<a href="#">Choose</a>