



Vessel Flag/Name Change ON-BOARD RADIO AND SATCOM SURVEY

Date: Contact Name: Title:

Company Name: Vessel IMO: Vessel Type:

Please choose: Option 1 - Vessel Name Change, Option 2 - Flag Change and Radio Survey, Option 3 - Flag Change, Radio Survey and VDR APT/COC, Option 4

Table with 2 columns: Field Name, Value. Fields include Vessel Name, Call Sign, MMSI, Gross Ton, Port of registry, Flag, Sea Areas, Vessel Class.

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Inmarsat-C IMN Numbers:

Table with 2 columns: Field Name, Value. Fields include Sat-C #1, Sat-C #2, Sat-C #3.

Table with 2 columns: Field Name, Value. Fields include Sat-C #1, Sat-C #2, Sat-C #3.

Additional Satellite Communication Equipment on board (Insert applicable phone numbers)

Table with 2 columns: Field Name, Value. Fields include FBB, ISAT, Fleet One, V-SAT.

Table with 2 columns: Field Name, Value. Fields include Iridium Make/Model, Iridium GMDSS LT-3100S, Iridium GMDSS Certus Model, Other: Make/Model.

Pre-Attendance Survey to be submitted by Vessel Owner/Management

Survey table with 4 columns: Question, Y, N, COMMENTS. Contains 10 questions regarding radio equipment, licenses, and maintenance.

Radio Equipment Details

Equipment	Make	Model	Yes	No	N/A	Comments
VHF Radio						
N°1 VHF Radio			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
N°1 VHF DSC	– Part of above equipment: <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
N°2 VHF Radio			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
N°2 VHF DSC	– Part of above equipment: <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MF / HF Radio N/A: <input type="checkbox"/>						
MF Controller			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DSC Receiver	– Part of above equipment: <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Watch Receiver	– Part of above equipment: <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Inmarsat C N/A: <input type="checkbox"/>						
Inmarsat-C #1			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LRIT SSAS
Inmarsat-C #2			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LRIT SSAS
Inmarsat-C #3			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LRIT SSAS
Iridium GMDSS N/A: <input type="checkbox"/>						
Iridium GMDSS #1			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LRIT SSAS
Iridium GMDSS #2			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	LRIT SSAS
AIS						
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
SART's						
SART No. 1			SART No. 2			
Battery Expiry date: _____			Battery Expiry date: _____			
EPIRB						
Float Free			Manual Release			
Battery Expiry date: _____			(Epirb No. 2 on bridge) N/A: <input type="checkbox"/>			
HRU Expiry date: _____			Battery Expiry date: _____			
VHF Handheld Radio(s)						
N°1 VHF			N°2 VHF			
Rechargeable Batt <input type="checkbox"/>			Rechargeable Batt <input type="checkbox"/>			
Emergency Battery Expiry date: _____			Emergency Battery Expiry date: _____			
N°3 VHF			Comments:			
Rechargeable Batt <input type="checkbox"/>						
Emergency Battery Expiry date: _____						

SPECIAL NOTE REGARDING ATTENDANCE PREPARATION

- Detailed vessel equipment information must be received by the attending Mackay office 72 hours before attendance to ensure that proper programming software and hardware can be obtained.
- Carry out an **SSAS** test prior to entering port and have the results available for the attending Radio Surveyor. Note the SSAS test must be conducted no more than **90** days prior to date of radio survey or as specified by the Class/Flag
- GMDSS reserve batteries should be fully charged, and all equipment connected to it be capable of working in both AC/DC modes.
- If any port regulations do not permit to carry out MF/HF DSC and NBDP Telex test at jetty, the same needs to be done prior entering port and have the test results available for the attending Radio Surveyor.



GMDSS Pre-Survey Form

Vessel Name		IMO No.	
Flag		Class	
Port of Registry		Sea Areas	
MMSI		Call Sign	

A successful completion of the Radio Survey depends on the satisfactory working condition of the equipment and the validity of consumable items. Therefore, below information should be filled out as accurately as possible.

EQUIPMENT CHECKS		MAKE/MODEL	CONDITION ¹	TESTED ON	VALIDITY
AIS	*Self Test				Battery Expiry: HRU Expiry : Battery Expiry: HRU Expiry : Battery Expiry: Radio.1 Battery Expiry: Radio.2 Battery Expiry: Radio.3 Battery Expiry: Capacity test done on :
VHF No.1	*RT,DSC & Self Test				
VHF No. 2	*RT,DSC & Self Test				
MF/HF No.1	*RT,DSC & Self Test *DSC ACK from coaststation *NBDP test (if fitted)				
MF/HF No. 2²	*RT,DSC & Self Test *DSC ACK from coaststation *NBDP test (if fitted)				
INM C No.1	*Self Test *PV Test				
INM C No.2	*Self Test *PV Test				
GMDSS Iridium	*Self Test *PV Test				
EPIRB No.1	*Self Test				
EPIRB No.2	*Self Test				
SART No.1	*Self Test				
SART No.2	*Self Test				
GMDSS Handheld Radios	*Checks on Channel 6,13,16				
GMDSS Battery	*Capacity test *Charging checks				

MARITIME & ITU PUBLICATIONS

PUBLICATION	EDITION ONBOARD
List of Ship Stations and Maritime Mobile Service Identity Assignments (List V)	
List of Coast Stations and Special Service Stations (List IV)	
Manual for Use by the Maritime Mobile and Maritime Mobile-Satellite Services	
Global Maritime Distress and Safety System Manual [GMDSS Manual]	
IAMSAR Manual Volume III: Mobile Facilities	

CERTIFICATE & LICENSES

DOCUMENT TYPE	EPIRATION DATE
Shore Based Maintenance Certificate	
Ship's Radio Station License	
EPIRB FIVE Yearly SBM Test Report	

¹ if any issues persist, please provide details in comments section

² for vessels operating in A4 region

IMPORTANT:

1. Carry out an **SSAS** test prior to entering port and have the results available for the attending Radio Surveyor. Note the SSAS test must be conducted no more than **90** days prior to date of radio survey or as specified by the Class/Flag
2. GMDSS reserve batteries should be fully charged, and all equipment connected to it be capable of working in both AC/DC modes
3. If any port regulations do not permit to carry out MF/HF DSC and NBDP Telex test at jetty, the same needs to be done prior entering port and have the test results available for the attending Radio Surveyor.
4. Keep the below documents ready for attending Radio survey which will help in smooth completion of the survey.

1	Copy of Ship's Radio Station License	<input type="checkbox"/>
2	Copy of Ship Safety Radio Certificate (form R)	<input type="checkbox"/>
3	Record of Radio eqpt. Installation onboard (class Form)	<input type="checkbox"/>
4	LRIT Conformance Test Report	<input type="checkbox"/>
5	Copy of GMDSS Shore Based Maintenance Agreement	<input type="checkbox"/>
6	GMDSS Batteries Capacity test copy within last one year from the date of survey	<input type="checkbox"/>
7	Copies of GOC & Flag endorsement of two deck officers	<input type="checkbox"/>
8	Latest ITU & GMDSS Publications available onboard	<input type="checkbox"/>
9	Copy of Safe Manning certificate	<input type="checkbox"/>
10	Copy of IMO Crew List	<input type="checkbox"/>
11	Copy of Ship Particulars	<input type="checkbox"/>
12	Last Radio Survey Checklist (Class Form)	<input type="checkbox"/>
13	Last EPIRB Annual Test Certificate MSC.1040	<input type="checkbox"/>
14	Copy of EPIRB Shore Based Maintenance certificate. MSC. 1039	<input type="checkbox"/>
15	Last AIS Annual Test Certificate MSC.1252	<input type="checkbox"/>
16	Last EPIRB Annual Test Certificate MSC.1040	<input type="checkbox"/>
17	Last SSAS Test Report & recent SSAS Test Confirmation mail	<input type="checkbox"/>

Vessel Comments

Name		Date	
Position/Rank		Port of attendance	

Mackay Comments



VDR Annual Performance Test Pre-Survey Form

Vessel Name		IMO No.	
Flag		Class	
Date Keel Laid		Gross Tonnage	

To make sure the system is fully ready for the VDR APT, this document should be accurately filled out by a member of the ship's crew who is suitably qualified. Additionally, it is essential to guarantee that any known system faults or alarms are notified and resolved before the APT. Please note that the APT is NOT a service visit and the VDR/S-VDR must be completely functioning with mandatory recorded data prior to the VDR APT.

A. VDR Details	
1.	Make
2.	Model
3.	Serial Number
4.	Software version
5.	Date of Installation
6.	Recording Capsule(s) (Tick if fitted)
	<input type="checkbox"/> Float Free Capsule <input type="checkbox"/> Fixed Capsule
B. VDR Operational Status &	
1.	Is the VDR working good without any fault alarms?
2.	Confirm all the navigational equipment connected to VDR are switched ON prior to the APT and the VDR is in running condition as per the mandatory minimum recording equipments ¹ . ¹ if the VDR fitted <i>before 2014</i> : Minimum 12 Hours uninterrupted recorded data with all mandatory sensor information is required for the VDR APT if the VDR fitted <i>after 2014</i> : Minimum 48 Hours uninterrupted recorded data with all mandatory sensor information in both the capsules and 30 days internally in the VDR is required for the APT
3.	When it is safe to do so, power off the main breakers in accordance with the ship's policy and confirm that the system continues to run normal. When the AC mains is turned off, does the VDR continue to operate normally on the backup batteries and does the "power fail" alarm appear on the panel?
4.	Since the last VDR APT, have any connected equipment such as AIS, GPS, RADAR, GYRO, etc. been modified or replaced? If so, please provide details in the comments section.
5.	Is the Last APT test report/checklist is available onboard? If YES, please send the same along with this filled form
C. Expiry Dates	
1.	VDR/S-VDR internal Back-up Batteries
2.	Float Free Capsule Battery
3.	Float Free Capsule HRU
4.	Fixed Capsule Acoustic Beacon

Vessel Comments

Name		Date	
Position/Rank		Port of attendance	

Mackay Comments



SBMC (Shore Based Maintenance Contract) Form

Completed by the Ship-Owners and/or Management company

Mackay Communications, Inc. provides a Shore Based Maintenance (SBM) contract as specified by Regulation IV/15.7 of the 1974 SOLAS Convention and amended by the 1988 GMDSS Conference.

The GMDSS certificate is USD \$150.00 and is valid for five (5) years. This certificate will become invalid if the vessel(s) changes name, flag, or owner/management company for which a new certificate should be requested.

Please send us a copy of the vessel GMDSS equipment list to add to this certificate.

Vessel Name		IMO No.	
Call Sign		Class	
MMSI		Flag	
Gross Tonnage		Vessel Type	
Owner and/or management company	<i>(Please enter the exact name of the company you wish to be mentioned on the certificate)</i>		
Certificate effective date			

Certificate Mailing Instructions

Please provide the delivery instructions in below section to send the original certificate and agreement.

Note that postage charges for the same will be applicable as per the options selected.

Do you prefer to receive the original certificate (hard copy) ?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Postage Mode <i>Select preferred mode</i>	<input type="checkbox"/> USD 8 (Regular Mail) <small>Takes 15 to 20 working days. No Tracking details can be provided in regular mail</small>
	<input type="checkbox"/> USD15 (Registered Mail) <small>Takes 10 to 15 working days. Tracking details available</small>
	<input type="checkbox"/> USD 50 (Courier Mode) <small>Takes 4 to 5 working days. Tracking details available</small>
PO Number	
Company Name and Billing Address	
Delivery Address	
Country	
ZIP code	
Contact Person	
Phone Number	

FLAG and/or VESSEL NAME CHANGE FEE SCHEDULE FOR SATELLITE SERVICES

REQUIRED SERVICES	FEES (USD)	DESCRIPTION
Sat C Terminal activation	Below Fee Schedule ^{*1}	<ul style="list-style-type: none"> New Inmarsat Mobile Numbers (IMNs) will be issued for authorized flags.
Sat C Subscription Fee	\$1,200.00 annual plan or \$105.00 monthly plan	<ul style="list-style-type: none"> Annual or monthly fees are charged per terminal by Preferred LESO chosen and for authorized flags. Both plans require a 2% Regulatory Recovery fee. Surcharge of \$7.00 per month or \$84.00 per year per terminal if LESO Marlink.
Iridium GMDSS: LT-3100S or Certus LT-4100S & LT-4200S	\$200.00 updates only. Liberia flag add. regulatory fee	<ul style="list-style-type: none"> Please contact our Satellite Services team if the Iridium GMDSS airtime agreement was arranged with Mackay for update form to be completed due to flag changes. A new application form is required for change of ownership and/or management.
<input type="checkbox"/> LRIT Conformance Test ^{*2}	\$350.00 most flags	<ul style="list-style-type: none"> Additional fees may apply if the test does not pass the first time. Some flags may have higher fees ex. Belize, Comoros, Dominica, Equatorial Guinea, Kiribati, Palau, Sierra Leone, Togo, Tuvalu
<input type="checkbox"/> LRIT Conformance Test Report (CTR) certificate	\$350.00 ^{*3} most flags	<ul style="list-style-type: none"> CTR Certificate issued by ASP provider for most flags. Some flags may have higher fees ex. Belize, Comoros, Equatorial Guinea, Guinea-Bissau, Kiribati, Palau, Sierra Leone, Togo, Tuvalu, etc.

SAT C ACTIVATION FEE SCHEDULE

FLAG	Terminal Activation	Terminal Deactivation	Update in ESAS - Ownership / Emergency Contact - RAA / Vessel particulars
Liberia	\$650.00	\$650.00	\$350.00
Marshall Islands	\$300.00	\$200.00	\$200.00
Other Flags	\$250.00	\$200.00	\$200.00

Above prices are subject to change depending on flag fee changes and afterhours requests.

- Notes:** ^{*1} Charges above do not include airtime usage. The **Inmarsat-C Registration form** provided by **Satellite Services team** needs to be completed.
- ^{*2} When a vessel changes flag, the existing LRIT Conformance test results are considered valid if the testing ASP is also recognized by the new flag, and if the LRIT equipment remains the same. However, a new amended LRIT CTR certificate will need to be issued. A different rule applies to vessels registered under certain flags such as Liberia and Panama for which a new LRIT test will need to be arranged as per flag regulations.
- ^{*3} Additional fees may apply if LRIT Conformance Test Report certificate is issued by flag authority.

Ship Security Alert System subscription via **Pole Star Podium**

SELECT (X)	Daily Position Reports	PODIUM ESSENTIAL TRACKING & SSAS [Annual Billing]	PODIUM TRACKING AIS ONLY [Annual Billing]
	1 position report per day	\$1,050.00	\$625.00
	2 position reports per day	\$1,110.00	\$685.00
	4 position reports per day	\$1,220.00	\$795.00
	6 position reports per day	\$1,290.00	\$895.00
	12 position reports per day	\$1,390.00	\$995.00
PODIUM ADD ON SERVICES - In addition to Podium Essential subscription fee. (Optional)			
SELECT (X)	Fee	Service	Description
	\$3,110.00	Routing & Forecasting	24/7 Marine Meteorologist Support
	\$1,555.00	Performance & CPC	Performance and CPC Indicator
	\$1,555.00	Emissions	Requires Performance & CPC Add-On.
	\$2,078.00	Route Optimization	Self-Serve Route Optimization - (1 route/vessel/day summed across the fleet) Add on for either Podium Tracking or Podium Essential subscriptions.

Please contact our [Satellite Services Department](mailto:Satserv@mackaycomm.com) at +1 919 850 3100 or email Satserv@mackaycomm.com and marinecompliance@mackaycomm.com to arrange for above-mentioned services.