



**MONGOLIA MARITIME  
ADMINISTRATION  
MONGOLIA SHIP  
REGISTRY**

**Circular No.04**

To:  
**Owners / Operators, Registration Officers (RegOffs), Recognized  
Organizations (ROs), P&I Insurance Companies**

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Subject:  
**Issuance and Cancellation of Bunker Convention Certificate**

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Date:  
**27<sup>th</sup> May 2016**

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Reference:  
**International Convention on Civil Liability for Bunker Oil Pollution  
Damage of 2001 (Bunker Convention)**

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**Purpose**

This Maritime Circular is to provide guidelines for the issuance, renewal or cancellation of Bunker Convention Certificate

**Application**

1. This procedure is applicable to all vessels over 1000 GT, of any type.
2. This Mongolia Ship Registry (MSR) is issuing Bunker Convention Certificate to vessels registered under the Mongolia flag or registered under a Non State Party of the Convention.
3. MSR is not issuing a Bunker Convention Certificate to vessels registered under another State Party of the Convention
4. The documents to be submitted are:
  - a. Blue card addressed to MSR as required in paragraph 5
  - b. For vessels not registered under Mongolia flag the Certificate of Registry that belongs to another flag State.
  - c. Request and Acceptance of Service Form by the Registration Officer through the online "Fee Calculator" confirming the fees for the issuance or renewal of Bunker Convention Certificate.
5. The blue card must be addressed to:  
**133 New Bridge Road  
#16-02 Chinatown Point  
Singapore 059413**

6. Blue card can be send in electronic format to MSR through [Tuvshintur@mngship.org](mailto:Tuvshintur@mngship.org)

### **Cancellation of Blue Cards and Bunker Certificates**

1. The approved P&I Insurance Companies shall notify the Administration when a cancellation of Blue Card occurs by sending an email to MSR through [tuvshintur@mngship.org](mailto:tuvshintur@mngship.org) within 24 hours of t he cancellation.
2. The Flag Administration shall inform the RegOff that Bunker Certificate has been cancelled in order to take necessary steps for reinstatement of the Bunker Certificate within 10 days.
3. All required documents for the reinstatement of the Bunker Certificate shall be submitted as per paragraph 4.

The above reporting system will enter into effect as of 27<sup>th</sup> of May 2016.