



REPUBLIC OF CYPRUS  
**MINISTRY OF  
COMMUNICATIONS AND WORKS**



**DEPARTMENT  
OF MERCHANT SHIPPING  
LEMESOS**

Circular No. 15/2011

8 April 2011

TEN:5.13.09  
TEN:12.3.01.27  
TEN 4.28.05.8

To all Owners, Managers  
and Representatives  
of Ships under the Cyprus Flag

**Subject: Merchant Shipping (Official Logbooks, Ship's Articles and Six Month List) P.I. 297/2001**

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I refer to the above subject and wish to draw your attention to the following:

1. Regulations 8 and 9 of the Merchant Shipping (Official Logbooks, Ship's Articles and Six Month List) P.I. 297/2001 (published in the official Gazette of the Republic No. 3517 Supplement III (I), dated 27.07.2001) state that the Master of a Cyprus Ship has the obligation to fill and submit without delay, to this Department, the Six Month List (form MS50), on the 30<sup>th</sup> of June and on the 31<sup>st</sup> of December of each year, together with a copy of the relevant Ship's Articles pages. Furthermore, a copy of the list must be kept on board and in the office of the Ship Management Company.
2. In accordance with the above regulations the Six Month List for the first six month period of the year must be submitted by the end of July and that for the second six month period, by the end of January of the following year.
3. In the event of transfer of Ownership, the List must be submitted on the date of the transfer by the registered owner. A List must also be submitted by the new owners for the remaining period until the next date of submission (30<sup>th</sup> July or 31<sup>st</sup> January).
4. In the event of deletion of the vessel, the List must be submitted on the date of her deletion.
5. It has been noted that several masters of Cyprus ships do not comply with the above obligation. As a result the Department is not in a position to produce reliable records for seafarers serving on Cyprus flagged ships. Therefore, Ship Management Companies must take all necessary measures to ensure that the

Master of each ship under their management prepares and submits the Six Month List on time.

The Seafarers' Division of the Department will be at the disposal of Owners, Managers and anyone concerned with the matter for any explanations and clarifications they may require.

**This Circular must be placed on board vessels flying the Cyprus flag.**



Serghios S. Serghiou  
Director  
Department of Merchant Shipping

cc Permanent Secretary, Ministry of Communications and Works  
Permanent Secretary, Ministry of Foreign Affairs  
Maritime Offices of the Department of Merchant Shipping abroad  
Inspectors of Cyprus ships  
Diplomatic Missions and Honorary Consular Officers of the Republic of Cyprus  
Cyprus Shipping Council  
Cyprus Union of Shipowners  
Cyprus Bar Association

Attachment: Form M.S. 50 and relevant instructions (in Greek and English)



## **ΟΔΗΓΙΕΣ ΣΥΜΠΛΗΡΩΣΗΣ ΤΗΣ ΚΑΤΑΣΤΑΣΗΣ**

1. Συμπληρώνετε όλα τα απαιτούμενα στοιχεία της κατάστασης καθαρά και ευανάγνωστα.
2. Η κατάσταση συμπληρώνεται, υπογράφεται και σφραγίζεται από τον πλοίαρχο και καλύπτει την περίοδο από 1<sup>η</sup> Ιανουαρίου μέχρι 30<sup>η</sup> Ιουνίου ή 1<sup>η</sup> Ιουλίου μέχρι 31<sup>η</sup> Δεκεμβρίου κάθε χρόνου.
3. Σε περίπτωση νηολόγησης πλοίου στο ενδιάμεσο διάστημα η κατάσταση θα υποβάλλεται στην αμέσως επόμενη ημερομηνία ( 30<sup>η</sup> Ιουνίου ή 31<sup>η</sup> Δεκεμβρίου).
4. Σε περίπτωση μεταβίβασης πλοιοκτησίας, η κατάσταση θα υποβάλλεται κατά την ημερομηνία μεταβίβασης, θα υποβάλλεται επίσης κατάσταση από τους νέους ιδιοκτήτες για το υπόλοιπο διάστημα ( 30<sup>η</sup> Ιουνίου ή 31<sup>η</sup> Δεκεμβρίου).
5. Σε περίπτωση διαγραφής του πλοίου η κατάσταση θα υποβάλλεται κατά την ημερομηνία της διαγραφής.
6. Το πρωτότυπο της κατάστασης συμπληρωμένο και σφραγισμένο αποστέλλεται στην πιο κάτω διεύθυνση:

**Τμήμα Εμπορικής Ναυτιλίας  
Τ.Κ. 56193  
CY-3305 Λεμεσός - Κύπρος**

Αντίγραφα της κατάστασης θα φυλάσσονται στο πλοίο και στα γραφεία των Πλοιοκτητών / Διαχειριστών.



## **INSTRUCTIONS FOR COMPLETION OF THE LIST**

1. Insert all requested information of the list clearly and in a legible form.
2. The list is completed signed and stamped by the Master and covers the period from 1<sup>st</sup> January to 30<sup>th</sup> June or from 1<sup>st</sup> July to 31<sup>st</sup> December of each year.
3. In the event of registration of a vessel, the List shall be submitted at the next date of submission ( 30<sup>th</sup> June or 31<sup>st</sup> December).
4. In the event of transfer of Ownership, the List shall be submitted on the date of the transfer by the registered owner. A List shall also be submitted by the new owners for the remaining period at the next date of submission (30<sup>th</sup> June or 31<sup>st</sup> December).
5. In the event of deletion of the vessel, the List shall be submitted on the date of her deletion.
6. The original must be forwarded to the following address:

**Department of Merchant Shipping  
P.O.Box 56193  
CY-3305 Lemesos, Cyprus**

Copies of list should be kept on board and at the Shipowners' or Shipmanagers' offices