



MINISTRY OF COMMUNICATIONS AND WORKS

Circular No. 20/07

TEN 5.13.09

5 September 2007

All Owners, Managers and Representatives of Ships under the Cyprus Flag

Subject: <u>Directory of Services and Contact Persons of the Department</u> of Merchant Shipping

Further to our circular No. 38/2005 dated 20 December 2005 regarding the Directory of Services and Contact Persons of the Department, please find attached an updated Directory, incorporating the changes which occurred during the last two years.

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

Diplomatic Missions and Honorary Consular Officers of the Rep. Of Cyprus

Cyprus Shipping Council Cyprus Union of Shipowners Cyprus Bar Association

SSS/CHK

E-mail: maritimeadmin@dms.mcw.gov.cy, Web page http://www.shipping.gov.cy



REPUBLIC OF CYPRUS

DEPARTMENT OF MERCHANT SHIPPING LEMESOS

MINISTRY OF COMMUNICATIONS AND WORKS

DIRECTORY OF SERVICES AND CONTACT PERSONS

A. LEMESOS HEADQUARTERS

Information/Telephone Operator : Telephone No. : +357 25 848 100

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Emergency tel. numbers for reporting marine : Rescue Coordination centre:

> Fax: +357 24643254 Dept. of Merchant Shipping: Tel. no. +357 99645707

Contact details for emergency security alerts : e-mail: <u>SSAS@dms.mcw.gov.cy</u>

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Office	DIVISION/SECTION/SERVICE/CONTACT	Teleph.	E-mail address
No.	PERSON	No.	
	DIRECTOR'S OFFICE		director@dms.mcw.gov.cy
203	Director: Serghios S. Serghiou	25848229/ 231	sserghiou@dms.mcw.gov.cy
202	Secretary: Christina Kyriakidou	25848230	ckyriakidou@dms.mcw.gov.cy
	GENERAL ADMINISTRATION Consideration of general administrative matters and correspondence with the Ministry of Communications and Works, other Ministries and Departments and private organizations.		
205	Nickie Petoussi, Administrative Officer	25848234	npetoussi@dms.mcw.gov.cy
	MARITIME LABOUR, ENVIRONMENT PROTECTION, CLASSIFICATION SOCIETIES AND PORT STATE CONTROL DIVISION		environment@dms.mcw.gov.cy
218	Head: Andreas A. Constantinou, Senior Marine Surveyor	25848278	aconstantinou@dms.mcw.gov.cy
	A1. Implementation of ILO Conventions. A2. Relief and repatriation of distressed and abandoned seafarers. A3. Examination of complaints and resolution of disputes regarding contracts of employment and conditions of living and work of seafarers on board Cyprus ships.		

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Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
110.	B1. Relations with and monitoring of Classification Societies. B2. Transfer of class procedures C1. Protection of the Environment Implementation of MARPOL 73/78 as amended, approval of SOPEP's and of Garbage Management plans, investigation of MARPOL violations. Implementation of the IMDG Code and SOLAS Chapter VII (Carriage of dangerous goods). Reception Facilities, underwater pipelines. C2. Consideration of issues of environmental nature such as ballast water pollution, antifouling paints and dumping of wastes	110.	
	D1. Matters concerning the Paris M.O.U on Port Sate Control and coordination with the other M.O.U's. Planning of Port-State Control (Cyprus Ports). Communication with the SIRENAC and EQUASIS.		
213 219 215 216	D2. Matters concerning the Mediterranean M.O.U. John Efstratiou, Marine Surveyor A' (C) Michalis Michaelides, Marine Surveyor A' (B+D) Nicos Attas, Marine Surveyor A' (C) +(D) Michalis Agapiou, Marine Surveyor (C+D)	25848273 25848275 25848132 25848131	jefstratiou@dms.mcw.gov.cy mmichaelides@dms.mcw.gov.cy nattas@dms.mcw.gov.cy magapiou@dms.mcw.gov.cy
310	Ioanna Georgiou Kritioti, Assistant Clerical Officer	25848271	igeorgiou@dms.mcw.gov.cy
	Port State Control (Field Surveyors) (As from 01/01/2007): Panayiotis Bartzis, Marine Surveyor Panayiotis Varnavides, Marine Surveyor MARITIME SAFETY AND SECURITY DIVISION	99642801 25306546 25306546	pbartzis@dms.mcw.gov.cy pvarnavides@dms.mcw.gov.cy shipsafety@dms.mcw.gov.cy
307	Head: John Karitzis, Senior Marine Surveyor A. Interpretation of the SOLAS 74/78, LOADLINES 66, COLREGS 72 and TONNAGE 69 conventions as amended, the STP 71 Agreement and the SPACE STP 73 protocol CSC 72 and consideration of issues concerning these, tonnage measurement of ships, matters concerning passenger ships, small (non convention)ships, fishing vessels, MODU. COLREG contraventions, approval of stability booklets and cargo securing manuals; Consideration of applications for temporary exemptions and equivalent arrangements.	25848264	jkaritzis@dms.mcw.gov.cy
	B. Tonnage Measurement, issue of Safe Manning Documents.		manning@dms.mcw.gov.cy
	C. Matters concerning Radiocommunications, GMDSS, allocation of MMSI and SELCAL numbers, Maritime Security.		maritime.security@dms.mcw.gov.cy

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
	D. Safety of passenger vessels, dynamically supported & high speed craft, coastal and fishing vessels. E. Recreational craft: Implementation of Recreational Craft Directives, national legislation on High Speed Small Vessels: Inspection of vessels, Navigation Licenses and Operator's Licenses.		coastalvessels@dms.mcw.gov.cy
305 324 302 306 325 323	Themis Evriviades, Marine Surveyor A' (C) Costas Costaras, Marine Surveyor A' (A+D) John Palates, Marine Surveyor A' (D) Georgios M. Demetriades, Marine Surveyor (A+E) Andreas Flourentzou, Marine Surveyor (A+B) Violetta Kyriakidou, Marine Surveyor (B+E)	25848261 25848282 25848258 25848263 25848283 25848164	tevriviades@dms.mcw.gov.cy ccostaras@dms.mcw.gov.cy jpalates@dms.mcw.gov.cy gmdemetriades@dms.mcw.gov.cy aflourentzou@dms.mcw.gov.cy vkyriakidou@dms.mcw.gov.cy
303 301 301 301	Radio Licences: Georgia Kyprou, Assistant Clerical Officer Olga Charalambous, Assistant Clerical Officer Elena Andreou, Merchant Shipping Assistant Evangelia Stadiotou, Merchant Shipping Assistant	25848225 25848288 25848256 25848255	shipradio@dms.mcw.gov.cy gkyprou@dms.mcw.gov.cy ocharalambous@dms.mcw.gov.cy eandreou@dms.mcw.gov.cy estadioutou@dms.mcw.gov.cy
050 050	High speed small vessel operator's licenses and navigation licenses; issue of radio licenses for pleasure craft: Maria Michael, Assistant Clerical Officer Marina Constantinou, Assistant Clerical Officer FLAG STATE ENFORCEMENT, SAFETY MANAGEMENT AND COORDINATION OF MARITIME POLICY DIVISION	25848155 25848120	mmichael@dms.mcw.gov.cy mconstantinou@dms.mcw.gov.cy shipcontrol@dms.mcw.gov.cy ism@dms.mcw.gov.cy
317	Head: Costas Rousos, Senior Marine Surveyor A. Inspectors of Cyprus Ships.	25848265	crousos@dms.mcw.gov.cy
	B. Flag State Control in relation to detentions of		
	Cyprus ships in foreign Ports		
	C. Monitoring and Coordination of Flag State		
	Inspections D. ISM Code		
	E. Control of ships in respect of registry		
	transactions.		
	F. Coordination of Maritime Policy		
318 313 314 312 310	Andreas Chrysostomou, Marine Surveyor A' (F) Kyriacos Aliouris, Marine Surveyor (A to E) George Christophi, Marine Surveyor (A to E) Adonis Pavlides, Marine Surveyor (A to E) Eliana Demetriadou, Assistant Clerical Officer	25848274 25848266 25848279 25848262 25848267	achrysostomou@dms.mcw.gov.cy kaliouris@dms.mcw.gov.cy gchristophi@dms.mcw.gov.cy apavlides@dms.mcw.gov.cy
310 310	Eugenia Kyprianou, Assistant Clerical Officer Maria Ioannou, Merchant Shipping Assistant	25848268 25848269	ekyprianou@dms.mcw.gov.cy mioannou@dms.mcw.gov.cy

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	INVESTIGATION OF MARINE CASUALTIES AND NOTICES TO MARINERS DIVISION		casualties@dms.mcw.gov.cy
059	Head: Nicos Economides, Senior Marine Surveyor	25848149	neconomides@dms.mcw.gov.cy
	Investigation of marine casualties; Search and Rescue Matters; Casualty Statistics; Hydrographic		
058	Matters; Notices to mariners. Kyriacos Kofteros, Marine Surveyor A'	25848277	kkofteros@dms.mcw.gov.cy
003	Maria Charalambous, Merchant Shipping Assistant	25848112	mcharalambous@dms.mcw.gov.cy
	SEAFARERS' REGISTRATION, TRAINING AND CERTIFICATION DIVISION		seafarers@dms.mcw.gov.cy
	Head: Panayiotis Pacoutas, Senior Marine Surveyor	25823720	ppacoutas@dms.mcw.gov.cy
	A. Issue of seafarers' Certificates of Competency and Training Certificates. Dispensations. Maritime Training and Certification; Implementation of the STCW 78 Convention as amended.		
	B. Registration of Seafarers, Issue of Seafarers' Identification and Sea Service Record Books; Endorsements for recognition of Certificates and Proofs of deposit of applications.		
	C. Information and professional orientation of candidates for maritime and shipping related education and training. Processing of applications for admission to the Greek Academies of Mercantile Marine.		
	George Christodoulides, Marine Surveyor A' Kyriacos A. Kyriacou, Marine Surveyor Argyris Madella, Marine Surveyor	25823716 25823726 25823707	gchristodoulides@dms.mcw.gov.cy kkyriacou@dms.mcw.gov.cy armadella@dms.mcw.gov.cy
	Applications for Seafarer's Identification and Sea Service Record Books and Endorsements for		
	recognition of certificates: Elena Charalambous- Sophocleous, Ass.Clerical.Off. Anna Pafiou, Assistant Clerical Officer Anna Constantinou, Merchant Shipping Assistant Dora Avgousti, Merchant Shipping Assistant	25823701 25823712 25823711 25823725	esofokleous@dms.mcw.gov.cy apafiou@dms.mcw.gov.cy aconstantinou@dms.mcw.gov.cy davgousti@dms.mcw.gov.cy
	Cashier:		
	Christina Tsialoupi, Assistant Clerical Officer	25823705	ctsialoupi@dms.mcw.gov.cy
	REGISTER OF SHIPS AND RELATED LEGAL AFFAIRS DIVISION		shipregistry@dms.mcw.gov.cy
104	Head: Chrysso Demetriou, Maritime Affairs Officer A'	25848190 25848236	cdemetriou@dms.mcw.gov.cy

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
	A. Registration of Cyprus Ships		
	A1. Supervision and Control of the processing of applications for all Registry transactions; Legal issues relating to the operation of the Ships' Registry; Arrest of Ships and forced sales; EU matters pertaining to the registration of ships.		
	A2. Implementation of Government Policy for the registration of ships under the Cyprus flag.		
	A3. Drafting/updating of legislation on registration of ships and related matters.		
	B. Registration of Small Vessels.		
	C. Information on the registration of ships, small vessels and related matters.		
	D. Fees and Taxing Provisions D1. Drafting/ updating of relevant legislation. D2. Examination of shipmanagement contracts for the purpose of reduction of tonnage tax.		
	E. Maritime Labour Matters (ILO, EU) E1. Drafting/ updating of maritime training and maritime labour legislation. E2. Legal Matters concerning the relief and repatriation of distressed and abandoned seafarers and the examination of complaints and resolution of disputes regarding contracts of employment and conditions of living and work of seafarers on board Cyprus ships.		
103 105	F. Bilateral Shipping Cooperation Agreements and related matters. Chryssa P. Loizou, Maritime Affairs Officer Athena Chrysostomou, Maritime Affairs Officer	25848251 25848227	<pre>cploizou@dms.mcw.gov.cy athchrysostomou@dms.mcw.gov.cy</pre>
107	Processing of applications for provisional registration; extension of provisional registration; instructions for provisional registration; issue of carving notes, allocation of call signs; updating of the Register Books. Stella Christofi, Assistant Clerical Officer	25848146	schristofi@dms.mcw.gov.cy
102	Preparation of list of outstanding documents for permanent registration: issue of carving notes; information on the registration of ships: Agathoklis Agathokleous, Assistant Clerical Officer	25848177	aagathokleous@dms.mcw.gov.cy
	Permanent registrations, follow up and control of documents; issue of certificates for permanent registration; issue of new certificates in case of loss or destruction, alterations of tonnage/ type of ship/technical features; issue of carving notes.		
102	Niki Pavlidou, Assistant Clerical Officer	25848176	npavlidou@dms.mcw.gov.cy

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
	D I I I I I I I I I I I I I I I I I I I		
102	Processing applications for transfer/ transmission of ownership, registration, discharge, transfer/ transmissions of mortgages and changes of name; relevant instructions; issue of carving notes; preparation of relevant certificates and transcripts of register. Egli Mavrokefalou, Assistant Clerical Officer	25848178	emavrokefalou@dms.mcw.gov.cv
	Registration, discharge, transfer/ transmissions of mortgages; injunctions; relevant instructions; preparation of relevant certificates and transcripts of register.		
105	Maria Parmaxi, Assistant Clerical Officer	25848175	mparmaxi@dms.mcw.gov.cy
105	Processing of applications for parallel in registration and relevant transactions; follow up of parallel registration; preparation of transcripts and certificates of ownership and encumbrances. Andri Andreou, Assistant Clerical Officer	25848182	aandreou@dms.mcw.gov.cy
101	Processing of applications for parallel out registration and relevant transactions; follow up of parallel registration; issue of certified true copies of certificates; changes of registered offices. Maria Pieridou, Assistant Clerical Officer	25848183	mpieridou@dms.mcw.gov.cy
107	Processing of applications for the deletion of ships from the Cyprus Register of Ships; discharge of mortgages/ injunctions; relevant instructions; preparation of transcripts of register/ "Closed" transcripts. Panayiota Venezi, Assistant Clerical Officer	25848184	pvenezi@dms.mcw.gov.cy
107	Search of the Register of Cyprus Ships; preparation	23040104	pvenezi@dms.mcw.gov.cy
107	of transcripts of register. Polina Demosthenous, Assistant Clerical Officer	25848185	pdemosthenous@dms.mcw.gov.cy
120	Ship Registration data input. Marina Demetriou, Assistant Clerical Officer	25848257	mdemetriou@dms.mcw.gov.cy
	Registration, transfer of ownership, deletion, change of engines of small vessels.		
054	Kyriacoulla Solomou, Assistant Clerical Officer	25848159	csolomou@dms.mcw.gov.cy
054	Elena Kambouridou, Assistant Clerical Officer	25848156	ekambouridou@dms.mcw.gov.cy
054	Eliana Constantinou, Merchant Shipping Assistant	25848173	econstantinou@dms.mcw.gov.cy
	LEGAL AND EU HARMONISATION DIVISION		
002	Head: Anthony Madella, Senior Maritime Affairs Officer	25848246	amadella@dms.mcw.gov.cy
	A. All legal matters, except matters on Ships' Registry and maritime labour (See under Ships' Registry). Private Maritime Law Matters; Public Maritime Law Matters; Maritime Safety and Pollution, CLC Convention and issue of CLC		
	Registry and maritime labour (See under Ships' Registry). Private Maritime Law Matters; Public Maritime Law Matters; Maritime Safety and		

Office No.	DIVISION/SECTION/SERVICE/CONTACT PERSON	Teleph. No.	E-mail address
	Piracy and maritime fraud, U.N. sanctions; Stowaways; Taxation of Shipmanagers; Diplomatic protection of Cyprus ships.		
	B. Consolidation of the shipping legislation, Index of shipping Legislation and DMS Circulars.		
	C. European Union Harmonisation legislation).		
001 003	Christina Antoniou, Maritime Affairs Officer Lydia Markari Kyriacou, Maritime Affairs Officer	25848179 25848237	cantoniou@dms.mcw.gov.cy lkyriacou@dms.mcw.gov.cy
003	Constantia Neophytide, Assistant Clerical Officer	25848259	cneophytide@dms.mcw.gov.cy
	MERCHANT SHIPPING DEVELOPMENT DIVISION		maritimecyprus@dms.mcw.gov.cy
012	Head: Christina Patsiou, Maritime Affairs Officer A'	25848247	cpatsiou@dms.mcw.gov.cy
	A. Information on Cyprus Merchant Shipping and the registration of ships.		
	B. International relations and promotion of Cyprus as a shipping centre: Maritime Cyprus Conference, participation in maritime exhibitions, organization of seminars, issue of press releases, the newsletter and information booklets. Internet and website information. C. Economic and competition issues, Statistics. D. Taxation of Shipmanagement Companies		
009 011 013	Elena Prokopiou, Maritime Affairs Officer Elisavet Neophytou, Maritime Affairs Officer Maria Theodorou, Maritime Affairs Officer	25848248 25848250 25848235	eprokopiou@dms.mcw.gov.cy eneophytou@dms.mcw.gov.cy mtheodorou@dms.mcw.gov.cy
223	Information technology matters: Christodoulos Melis, Maritime Affairs Officer A'	25848240	cmelis@dms.mcw.gov.cy
010	Elena Efstathiou, Merchant Shipping Assistant	25848124	eefstathiou@dms.mcw.govcy
	ACCOUNTS SECTION		shipaccounts@dms.mcw.gov.cy
119	Head: Niki Savva, Accounting Officer A'	25848224	nsavva@dms.mcw.gov.cy
114 115 114 114	Department's Accounts, Budget, payment vouchers: Athina Koursarou, Assistant Clerical Officer Georgia Papazachariou, Assistant Clerical Officer Niki Eliotou-Kyriacou, Assistant Clerical Officer Constantina Vassiliou, Assistant Clerical Officer	25848291 25848195 25848194 25848193	akoursarou@dms.mcw.gov.cy gpapazachariou@dms.mcw.gov.cy neliotou@dms.mcw.gov.cy cvassiliou@dms.mcw.gov.cy
	Ships Accounts, tonnage tax, consideration of layup certificates and tax discounts, taxation of shipmanagement services:		shipaccounts@dms.mcw.gov.cy
116 116 117	Loukia Koupepa, Assistant Clerical Officer Panayiota Matheou, Assistant Clerical Officer Vasso Georgiou, Assistant Clerical Officer	25848198 25848196 25848222	lkoupepa@dms.mcw.gov.cy pmatheou@dms.mcw.gov.cy vgeorgiou@dms.mcw.gov.cy
117 117	Vassilia Stylianou, Assistant Clerical Officer Aikaterini Kaplaniou, Assist. Clerical Officer	25848223 25848221	vstylianou@dms.mcw.gov.cy kkaplaniou@dms.mcw.gov.cy

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No.	PERSON	No.	
116	Panayiota Aristotelous, Assistant Clerical Officer	25848197	yaristotelous@dms.mcw.gov.cy
053	Cashier:		
	Nicoletta Socratous Papapoliviou, Ass. Cler. Officer	25848153	nspapapoliviou@dms.mcw.gov.cy
	REGISTRY		
015	Chief Clerk: Costakis Constantinou, Clerical Officer	25848141	cconstantinou@dms.mcw.gov.cy
	Record keeping, inventory and general registry,		
	Distribution of circulars and DMS Publications.		
	Incoming correspondence		
	General Registry and Sale of Documents:	25010112	
005	Elisavet Krine, Assistant Clerical Officer	25848142	ekrini@dms.mcw.gov.cy
005	Photini Marathefti, Assistant Clerical Officer	25848143	pmarathefti@dms.mcw.gov.cy
005	Margarita Alexandrou, Assist. Clerical Officer	25848144	malexandrou@dms.mcw.gov.cy
004	Theonitsa Evagorou, Assistant Clerical Officer	25848137	thevagorou@dms.mcw.gov.cy
004	Maria Potonidou, Assistant Clerical Officer	25848139	mpotonidou@dms.mcw.gov.cy
016 016	Thekla Kyriacou, Assistant Clerical Officer	25848136 25848155	tkyriacou@dms.mcw.gov.cy afarah@dms.mcw.gov.cy
010	Anita Farah, Merchant Shipping Assistant	23848133	araran(wams.mcw.gov.cy
118	Ships' Files and reservation of ships' names:		
	Despo Pastidou, Assistant Clerical Officer	25848187	dpastidou@dms.mcw.gov.cy
118	Margarita Economidou, Assistant Clerical Officer	25848189	meconomidou@dms.mcw.gov.cy
118	Maria Kyprianou, Merchant Shipping Assistant	25848188	mkyprianou@dms.mcw.gov.cy
	Messengers:		
	Sotiroulla Demetriou	25848152	
	George Nicolaou	25848254	
	Aristos Aristidou	25848171	
	Alkis Neophytou	25848171	
	Andreas Constantinou	25848171	
	George Farmakas	25848171	

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Officer in charge:

Charalambos Panayi, Counsellor (Maritime Affairs)

(Marine Surveyor A')

George Stylianides, Counsellor (Maritime Affairs)

(Marine Surveyor)

Assistant to the Registrar of Ships: Andriani Ptochopoulou

Secretary: Androula Adamou
Accounts: Maria Papadopoulou
Registry: Stephanos Christodoulou

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Officer in charge:

George A. Demetriades, Counsellor (Maritime Affairs)

Alternate Permanent Representative of the Rep. of Cyprus to the

International Maritime Organisation

(Marine Surveyor A')

Christos Atalianis, Counsellor (Maritime Affairs)

Alternate Permanent Representative of the Rep. of Cyprus to the

International Maritime Organisation

(Marine Surveyor A')

Secretary: Fotine Smagadou

Note: H.E. Mr. George Iacovou, High Commissioner of the Republic of Cyprus to the United Kingdom of Great Britain and Northern Ireland, is the accredited Permanent Representative of the Republic of Cyprus to the International Maritime Organisation.

NEW YORK - UNITED STATES OF AMERICA

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Officer in charge:

Cleanthis Orphanos, Consul

(Marine Surveyor)

Secretary: Elena Philippou

ROTTERDAM - THE NETHERLANDS

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Officer in charge:

Antonis Damianou, Consul

(Marine Surveyor)

Secretary: Carola Geurts

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Andreas Kyriacou, Consul (Marine Surveyor)

Secretaries: 1. Maria Parpa-Fiesinger

2. Kirsten-Kida Rahn

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Vassilis Demetriades, Counsellor (Maritime Affairs)

Merchant Shipping Officer A'

c/o Permanent Representation of the Republic of Cyprus to the E.U.

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Christos Hadjichristou, Counsellor (Maritime Affairs)

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Directory of services and contact persons English version 5/9/2007