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Shipping Guidance Notice 117(a)

Electronic Record Keeping Systems (E-Logs)

Revised requirements

(Repeals SGN 117)

To: Ship Owners, Operators, Master's, Classification Societies and Recognised Organisations

1. Summary

1.1. The Gibraltar Maritime Administration (GMA) having taken into consideration the increase in use of electronic record-keeping systems referred to herein as "E-logs", and owner/operator environmental impact reduction measures by way of the reduction of hard-copy publications, sets out the GMA's requirements for the use of E-logs on Gibraltar registered vessels within this Shipping Guidance Notice (SGN).

2. Application

2.1 The requirements within this SGN relate to the use of E-log systems associated with records pertaining to:

2.1.1 Electronic record book (ERB) as defined by SOLAS V/28

3. Equipment placed on the market as from 21 March 2024

3.1 Type approval requirements:

- SOLAS 74, Chapter V, Regulation 18;
- SOLAS 74, Chapter V, Regulation 28;
- SOLAS 74, Chapter X, Regulation 3;
- IMO Resolution MSC.36(63) – High Speed Craft Code (1994) Chapter 13;
- IMO Resolution MSC.97(73) – High Speed Craft Code (2000) Chapter 13;

3.2 Carriage & Performance Standards:

- IMO Resolution A.694(17)
- IMO Resolution MSC.36(63) - High Speed Craft Code (1994) Chapter 13;
- IMO Resolution MSC.97(73) – High Speed Craft Code (2000) Chapter 13;
- IMO Resolution MSC.191(79)
- IMO Resolution MSC.302(87)
- IMO Resolution A.916(22)
- IMO Resolution MSC.333(90)

4. Equipment last placed on board 20 March 2024

4.1 Type approval requirements:

- SOLAS 74, Chapter V, Regulation 18;
- SOLAS 74, Chapter X, Regulation 3;
- IMO Resolution MSC.36(63) – High Speed Craft Code (1994) Chapter 13;
- IMO Resolution MSC.97(73) – High Speed Craft Code (2000) Chapter 13;

4.2 Carriage & Performance Standards:

- IMO Resolution A.694(17)
- IMO Resolution MSC.36(63) - High Speed Craft Code (1994) Chapter 13;
- IMO Resolution MSC.97(73) – High Speed Craft Code (2000) Chapter 13;
- IMO Resolution MSC.191(79)
- IMO Resolution MSC.302(87)

***Note**: For requirement relating to MARPOL E-logs, please refer to SGN 100 & 100(a) accessible via; https://www.gibraltarship.com/notices/sgns*

5. Approvals

5.1 Prior to the use of E-log systems on Gibraltar registered ships, systems are subject to approval in accordance with the testing standards contained within MSN 1874 (M+F), Annex 1 (as amended) by an approved body as defined within the Gibraltar Merchant Shipping (Marine Equipment) Regulations 2016, which for the purpose of this Shipping Guidance Notice are the Administration's Recognised Organisations (RO).

5.2 Subject to meeting the performance and testing standards contained within MSN 1874 (M+F), Annex 1 (as amended), the approved body is to issue a type approval certificate for the E-log system, which as a minimum contains details of:

5.2.1 Manufacturer's name;

5.2.2 The product name/type;

5.2.3 Product application and any limitations;

5.2.4 The applicable Regulations/Standards to which the product complies with;

5.2.5 Type approval documentation;

5.2.6 Tests carried out;

5.2.7 Product components and type;

5.2.8 Software;

5.2.9 Operating system;

5.2.10 Marking of product; and,

5.2.11 The validity period of the type approval certificate.

6. Non-statutory E-logs, example:

- Bridge logbook
- Engine room logbook

6.1 E-log system requirements

6.1.1 E-log System hardware should meet the requirements of:

- Resolution A.813(19) – Electromagnetic compatibility for electrical and electronic ship's equipment (as amended);
- Resolution A.916(22) – Guidelines for the recording of events related to navigation (as amended);
- MSC/Circular.982 – Guidelines on Ergonomic Criteria for Bridge Equipment and Layout (as amended).

6.1.2 E-log system software requirements should meet the requirements of:

- ISO21745:2019 - Electronic record books for ships - Technical specifications and operational requirements (as amended).

6.2 E-log general requirements

6.2.1 E-log systems must contain as a minimum the relevant data required by the applicable requirements.

6.2.2 Measures for ensuring the reliability of E-log systems such as hardware maintenance and software updates, upgrades, or system replacement, must be implemented under a documented system, which may form part of the SMS.

6.2.3 Where the E-log system can support a client/server installation (i.e. multiple users), the server should be capable of recording data from clients using multiple works terminals simultaneously.

6.3 Minimum Data Reporting & Exporting Requirements:

- The system must be capable of reproducing records in hard copy (i.e. printed out). Any such print-outs must be duly signed by the Master and endorsed as true copies;
- The system must be capable of producing reports in PDF format;
- Where data export is provided, the system should allow the data to be exported to another system in XML or other international standard format;
- Nothing within the system, or the contractual arrangements between the Company and equipment supplier, shall prohibit the provision of information to duly authorised officers of an Administration, inspectors, surveyors, auditors, investigators, etc. relating to the discharge of their duties.

6.4 Recording of Entries:

- All users must have a unique login (username and password) for accessing the system;
- The identity of the user making entries into the system must be clearly identified;
- Where the system features the automated recording of navigational and/or machinery events, the bridge or engine room E-log must be able to record relevant events, along with the necessary inputs, in real time.
- All entries must record and identify the corresponding date and time of the entry (UTC and local time on board);
- The system must protected entries against deletion. Any subsequent amendments or corrections to an entry must be clearly identifiable and show the identity of the user making the amendment or correction;
- The system must be capable of electronically registering the signature or endorsement of the Master and other responsible Officers on all relevant entries;
- The system must be capable of meeting the entry retention periods relevant to the applicable statutory requirements ((see SGN 004 & 075 (as amended));
- The system must be capable of meeting the entry retention periods as defined by the ISM company for applicable non-statutory requirements;

6.5 Back Up and Recovery of Entries:

- The power supply to the hardware must be available from both the main and emergency source of power;
- A back-up system must be available to ensure the timely preservation of data in the event of a system or power failure. The system must be able to recover data from the back-up system;
- Hard-copy logbooks as required by applicable requirements must be available on board for the recording of required entries during any interim periods where the system may have become inoperable. On any such occasions, a statement is to be entered on the hard-copy logbook noting the failure of the E-log system.

6.6 Any malfunctions of E-log systems are to be reported immediately to the GMA.

Steve Gomez – Chief Surveyor (Ag)
For & on behalf of the Maritime Administrator

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