INTERNATIONAL TELECOMMUNICATION UNION

Radiocommunication Bureau
  (Direct Fax N°. +41 22 730 57 85)

Circular Letter   28 November 2008
  CM/18

To Administrations of Member States of the ITU

Subject: ITU maritime services database - Incorporation of information concerning Maritime Mobile Service Identities (MMSI) assigned to craft associated with a parent ship

References: Circular Letter CM/15 dated 14 September 2006
                Circular Letter CM/17 dated 15 January 2008
                Annex 5 of Recommendation ITU-R M.585-4

To the Director-General

Dear Sir or Madam,

1.   The Bureau, through BR Circular Letter CM/17, informed administrations that the ITU maritime database had been modified in order to incorporate information concerning MMSI assigned to AIS Aids to Navigation (AtoN). Under paragraph 8 of the same letter, administrations were informed that "data concerning MMSI assigned to craft associated with a parent ship and their handling will be subject to further consideration. Information regarding their possible submission will be published in a separate circular letter."

2.   The Bureau has concluded the required studies and wishes to inform administrations that the structure of the ITU maritime services database and the associated software have been further modified in order to incorporate information concerning **MMSI assigned to craft associated with a parent ship**.

3.   In order to facilitate the submission of this additional information, the Bureau has revised the relevant notification forms as attached in Annexes 1 and 2 (see also http://www.itu.int/ITU-R/terrestrial/mars/forms/Ships/index.html). It should be noted that these forms cancel and replace the previous notification forms annexed to the BR Circular letter CM/15 dated 14 September 2006.

4.   The changes made to these forms with respect to the previous ones are listed below:

- Addition of Field 33 (MMSI assigned to craft associated with a parent ship);

- Modification of Field 20 (Owner Name) – the maximum number of characters in this field has been enlarged from 50 to 200 characters;

- Modification of Field 27 (Emergency Contact Person Ashore (Phone)) - the maximum number of characters in this field has been enlarged from 15 to 30 characters;

- Modification of Field 28 (Emergency Contact Person Ashore (Telefax)) - the maximum number of characters in this field has been enlarged from 15 to 30 characters;

- Modification of Field 29 (Alternative 24-hour emergency telephone number) - the maximum number of characters in this field has been enlarged from 15 to 30 characters.

5. It should be noted that the data elements that are to be submitted by administrations, as well as the notification form and electronic data submission format that are annexed to this Circular Letter, take account of the comments formulated, in June 2007, by ITU-R Working Party 8B (now ITU-R Working Party 5B).

6. You may wish to note that the information should be provided in English, French or Spanish only (if provided on paper form) or in ISO-8859-1 (Latin-1) characters set (if provided in electronic format).

7. The ITU's *Maritime Mobile Access & Retrieval System (MARS)* website has also been duly amended so as to permit for the search and retrieval of the recorded data.

8. The Bureau remains at the disposal of administrations for any further information and clarifications that may be needed in respect to these matters. The Bureau's contact person for these matters is Mr A.M. DAS, telephone: +41 22 7305007, fax: +41 22 7305785, e-mail: brmail@itu.int

Yours faithfully,

Valery Timofeev
Director
Radiocommunication Bureau

Annexes:
- Notification form (ref. TPR/NAV_1.1)
- Data elements for electronic submission (ref. TPR/NAV_2.1)

Distribution:
- Administrations of Member States of the ITU
- International Maritime Organization (IMO)
- International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)

ANNEX 1
NOTIFICATION FORM
(SHIP STATIONS)
Radio Regulations (RR) Article 20

AC.*	Action Code	☐
1.*	Ship (Vessel) Name	
2.*	Call Sign	
3.	Selective Call Number(s)	
4.*	MMSI Number	
5.	Inmarsat Number(s)	
6.	NTLX Number	
7.*	Notifying Administration	
8.	Territory or Geographical Area code	
9.	Life Boats	**10.** Radio Beacons (EPIRBs)
11.	General Classification	**12.** Individual Classification
13.	Nature of Service	
14.	Services Available	
15.	Service Hours	
16.	Telegraph transmission frequency bands	**17.** Telephone transmission frequency bands
18.	Accounting Authority Identification Code (AAIC)	**19.** AAIC used for Inmarsat Communications
20.	Owner Name	
21.	Ex Ship-Name	
22.	Ex Call Sign	
23.	EPIRB Identification code	**(Either the MMSI or MID+Call sign)**
24.	Vessel Identification number	
25.	Gross Tonnage	
26.	Emergency Contact Person ashore	(Name & Address)
27.		(Phone)
28.		(Telefax)
29.	Alternative 24-hour emergency telephone number	
30.	Capacity for persons on board	
31.	Ship's radio installation	
32.	EPIRB HEX ID CODE (one or multiple). *Separate occurrences with comma (,)*	
33.	**MMSI assigned to craft associated with a parent ship** (one or multiple). *Separate occurrences with comma (,)*	

*   Mandatory fields
**   Either one or both of the items is to be provided.

It is essential to complete as much as possible all the fields, even if they are not indicated as mandatory.

AC*	Action Code	Indicates the action to be performed: A – add a new station M – modify particulars of an existing station S – suppress an existing station
1*	Ship (Vessel) Name	Refer to the Preface of List V.
2**	Call Sign	Conforming to Appendix S42 and the call sign formation of Article S19 of the Radio Regulations.
3	Selective Call Number(s)	First character (shaded) to be either an **S** or **T**. Please refer to the Preface in List V.
4**	Maritime Mobile Service Identity (MMSI) Number	MMSI is a nine digit unique identification number assigned by Administrations to their ship stations. The first three digits represent the MID allocated to that Administration.
5	Inmarsat Number(s)	Inmarsat ship earth station identities or numbers are recorded as given by the Administrations. Tenth (10th) character (shaded) can be either one of the following symbols: - or / . The - symbol defines a range (e.g.) 426456788-98 The / symbol to be used when last two or 3 digits differ (e.g.) 426456788/793
6	NTLX Number	National Telex Number, where applicable.
7*	Notifying Administration	Administration responsible for the registration of the ship.
8	Territory or Geographical Area code	Where applicable.
9	Life Boats	Number of life boats.
10	Radio Beacons (EPIRBs)	Refer to the Preface of List V.
11	General Classification	Refer to the Preface of List V (Table 2).
12	Individual Classification	See above.
13	Nature of Service	Refer to the Preface in List V.
14	Services Available	Refer to the Preface in List V.
15	Service Hours	Refer to the Preface in List V.
16	Telegraph transmission frequency bands	Refer to the Preface in List V.
17	Telephone transmission frequency bands	Refer to the Preface in List V.
18	Accounting Authority Identification Code (AAIC)	Refer to the Preface in List V.
19	AAIC used for Inmarsat Communications	If a separate entity from above.
20	Owner name	Refer to the Preface in List V.
21	Ex Ship-Name	Refer to the Preface in List V.
22	Ex Call Sign	Refer to the Preface in List V.
23	EPIRB Identification code	The identification code of the EPIRBs **either :** **MMSI or a combination of MID+Call sign**.
24	Vessel Identification number	IMO number or national registration number.
25	Gross Tonnage	Total enclosed space or internal capacity of a vessel, calculated in the terms of "tons" of 100 cubic feet each.
26	Emergency Contact Person ashore (Name & Address)	Name and Address of emergency contact person ashore. As given by Administrations.
27	Phone Number	Telephone number of emergency contact person ashore. As given by Administrations and prefixed with country destination code.
28	Fax Number	Telefax number of emergency contact person ashore. As given by Administrations and prefixed with country destination code.
29	Alternative 24-hour emergency telephone number	As given by Administrations and prefixed with country destination code.
30	Capacity for persons on board	As given by Administrations. Total number of passengers and crew.
31	Ship's radio installation	Inmarsat A, B, C, M, VHF, digital selective calling (DSC) , etc.
32	EPIRB HEX ID CODE (one or multiple). *Separate occurrences with comma (,)*	To be used **exclusively** to notify one or multiple Hex Id codes. The ONLY characters accepted are **0** to **9** and **A** to **F**
33	**MMSI assigned to craft associated with a parent ship** (one or multiple). *Separate occurrences with comma (,)*	Devices used on craft associated with a parent ship. The format is **98***MID*XXXX

Notifications should be addressed to:

The Director of Radiocommunication Bureau-ITU, Place des Nations
CH-1211 Geneva 20, Switzerland
Direct Telefax. No.: +41 22 730 5785, Email: brmail@itu.int

TPR/NAV_1.1

* Mandatory fields
** Either one or both of the items is to be provided.

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It is essential to complete as much as possible all the fields, even if they are not indicated as mandatory.

ANNEX 2
DATA ELEMENTS FOR ELECTRONIC SUBMISSION
(SHIP STATIONS)
Radio Regulations (RR) Article 20

Field	Field Name	Length (Max.)	Occurrences (Max.)	Remarks
AC*	Action Code	1	1	Indicates the action to be performed: A – add a new station M – modify particulars of an existing station S – suppress an existing station
1*	Ship (Vessel) Name	50	1	Refer to the Preface of List V.
2**	Call Sign	7	1	Conforming to Appendix 42 and the call sign formation of Article 19 of the Radio Regulations.
3	Selective Call Number(s)	12+1	2	Maximum Length of an **occurrence** is 6.
4**	Maritime Mobile Service Identity (MMSI) Number	9	1	MMSI is a nine digit unique identification number assigned by Administrations to their ship stations.
5	Inmarsat Number(s)	104+7	8	Inmarsat ship earth station identities. Maximum Length of an **occurrence** is 13
6	NTLX Number	5	1	National telex number, where applicable.
7*	Notifying Administration	3	1	Administration responsible for the registration of the ship.
8	Territory or Geographical Area code	3	1	Where applicable.
9	Life Boats	2	1	Number of life boats.
10	Radio Beacons (EPIRBs)	9	1	Refer to the Preface of List V.
11	General Classification	2	1	Refer to the Preface of List V (Table 2).
12	Individual Classification	6+1	2	See above. Maximum length of an **occurrence** is 3.
13	Nature of Service	4+1	2	Refer to the Preface in List V. Maximum Length of an **occurrence** is 2.
14	Services Available	5	1	Refer to the Preface in List V.
15	Service Hours	3	1	Refer to the Preface in List V.
16	Telegraph transmission frequency bands	5	1	Refer to the Preface in List V.
17	Telephone transmission frequency bands	4	1	Refer to the Preface in List V.
18	Accounting Authority Identification Code (AAIC)	4	1	Refer to the Preface in List V.
19	AAIC used for Inmarsat Communications	4	1	If a separate entity from above.
20	Owner Name	200	1	Refer to the Preface in List V.
21	Ex Ship-Name	50	1	Refer to the Preface in List V.
22	Ex Call Sign	7	1	Refer to the Preface in List V.
23	EPIRB Identification code	10	1	The identification code of the EPIRBs **either : MMSI or a combination of MID+Call sign**.
24	Vessel Identification number	7	1	IMO number or national registration number.
25	Gross Tonnage	7	1	Total enclosed space or internal capacity of a vessel
26	Emergency Contact Person ashore (Name & Address)	200	1	Name and Address of emergency contact person ashore. As given by Administrations.
27	Emergency Contact Person ashore (Phone)	30	1	Telephone number of emergency contact person ashore As given by Administrations.
28	Emergency Contact Person ashore (Telefax)	30	1	Telefax number of emergency contact person ashore. As given by Administrations and prefixed with country destination code.
29	Alternative 24-hour emergency telephone number	30	1	As given by Administrations and prefixed with country destination code.
30	Capacity for persons on board	4	1	As given by Administrations. Total number of passengers and crew.
31	Ship's radio installation	100	1	Inmarsat A, B, C, M, VHF, DSC , etc.
32	EPIRB HEX ID CODE	225+14	15	To be used **exclusively** to notify one or multiple Hex Id codes. The ONLY characters accepted are **0** to **9** and **A** to **F**
33	MMSI assigned to craft associated with a parent ship	**99**	**10**	Devices used on craft associated with a parent ship. The format is **98**MIDXXXX.

* Mandatory fields
** Either one or both of the items is to be provided.

TPR/NAV_1.1
NOVEMBER 2008

It is essential to complete as much as possible all the fields, even if they are not indicated as mandatory.

1. Electronic data Submission Format:

Format:	ASCII text file
Field delimiter:	Semicolon (;)
Occurrence separator:	Comma (,)
Record delimiter:	New line

In order to avoid any discrepancy in the station data, Administrations are invited to ALWAYS submit the full station particulars when:
- **Action Code used is M (Modification), or**
- **Action Code used is A (Addition).**

2. Structure of Record layout:

Column 1: Field.	-	Indicates the order in which data is to be notified.
Column 2: Field Name	-	The name of the field.
Column 3: Length (Max.)	-	Indicates the maximum number of characters in each field.
Column 4: Occurrences (Max.)	-	Number of occurrences that may be notified for a given field.
Column 5: Remarks	-	Useful information.

3. Rules:

1. The order in which the fields are mentioned in the attached Record Layout should **ALWAYS** be respected.
   e.g. A;shipname;callsign;selective call number;MMSI;Inmarsat numbers;ntlxnumber;notifying administration;

2. No field should exceed the maximum length allocated to it (refer to the Length (Max.) in the Record Layout).

3. Field delimiter (;)
   - Each field is to be separated using the Field delimiter.
   - The field delimiter (i.e. Semi-colon (;)) should not be used in any field.
   - Field delimiters should be used even if there is no data for a given field.
     e.g. A;BLUE NOMAD;WAK8704;;303601000;;;USA;ALS;;;PL;VLR;CP;;HX;S;STV;;…..

4. Occurrence separator (,)
   - Each occurrence is to be separated using the occurrence separator
   - When more than one value can be notified for a given field, each value is to be separated with the occurrence separator (i.e. Comma (,)).
     e.g. A;BLUE MARLIN;3FOP5;S42518;355725000;435572510,635572510;;PNR;;;;MM;CON;CP;;
   - The following fields may contain more than one value.

Field 3	Selective Call Number(s)
Field 5	INMARSAT Number(s)
Field 12	Individual Classification
Field 13	Nature of Service
Field 32	EPIRB ID HEX Code
Field 33	MMSI assigned to craft associated with a parent ship

5. Ship name
   - should be notified in **UPPER** case only
   - No accented characters are to be used in a ship name.
6. Only codes, mentioned in the Preface to List V, for each field will be accepted.

4. Notifications should be addressed to:

The Director of Radiocommunication Bureau-ITU, Place des Nations
CH-1211 Geneva 20, Switzerland
Direct Telefax. No.: +41 22 730 5785, Email: brmail@itu.int

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