

**MARITIME AND PORT AUTHORITY OF SINGAPORE**  
**APPLICATION FOR A PERMIT / EXTENSION OF PERMIT FOR ANCHORAGE**  
**BY VESSEL TO CARRY OUT HOT-WORK REPAIR ONBOARD**

1. Prior to application of Hot-work permit at MPA One-Stop Document Centre (OSDC), applicant should email the following information to [pms@mpa.gov.sg](mailto:pms@mpa.gov.sg) **at least THREE WORKING DAYS IN ADVANCE** to obtain approval for hot-work by MPA Marine Environment & Safety Department (MESD).
  - a) Was the vessel damaged? Was the repairs recommended by Class Surveyor? Please provide the Class certificate and the recommendations by Class.
  - b) GA Plans / Shell expansion plans with the repair areas clearly indicated
  - c) Working Duration required
  - d) Draft, Air Draft of vessel / Distance of (opening/ shell plate repair) in relation to the waterline
  - e) Has owner/ principal sought shipyards' option for the repair? Please provide proof that the shipyards were unable to accept vessel for such operation.
  - f) Undertaking contractor, step-by-step methodology for the repair, the risk assessment, craft involved for the operation
  - g) Cargo onboard/ Any DG onboard/ Last Cargo carried
  - h) For tankers, the vessel Condition (inerted/ gasfreed). Any slops onboard?
  
2. Please print the email approval given by MESD, and bring it together with other required documents and application form to OSDC for application of permit.



MARITIME AND PORT AUTHORITY OF SINGAPORE

APPLICATION FOR A PERMIT / EXTENSION OF PERMIT FOR ANCHORAGE BY VESSEL TO CARRY OUT HOT-WORK REPAIR ONBOARD

This form may take you 5 minutes to fill in. You will need the following information to fill in the form: ... You will also need to submit: ... Please submit the completed form in 3 copies together with all other required documents to: MPA One-Stop Document Centre, #01-26 Tanjong Pagar Complex, 7A Keppel Road, Singapore 089054

PART I (To be completed by the Owners, Agent or Master of the Vessel )

Name of vessel : \_\_\_\_\_ Type of vessel : \_\_\_\_\_

Port of Registry : \_\_\_\_\_ Gross Tonnage : \_\_\_\_\_

Date of arrival/launching\* : \_\_\_\_\_ No. of applications made to date: \_\_\_\_\_

Present location of vessel : \_\_\_\_\_

Proposed anchorage/berth where hot-work is to be carried out : \_\_\_\_\_

\*Period /Extension of period of hot-work from : \_\_\_\_\_ to \_\_\_\_\_

Name of Contractor engaged for the hot-work repair : \_\_\_\_\_

Exact repair areas on vessel where hot-work is to be carried out. (Plan is to be attached) :

\_\_\_\_\_

Brief description of last cargo carried on board vessel :

\_\_\_\_\_

Description of the type & quantity of every cargo currently on board vessel, especially dangerous goods, petroleum and explosives. (Attach stowage plan as necessary):

\_\_\_\_\_

Name & Address of Company:

Signature of Owners/Agent/Master

\_\_\_\_\_

Name :

Tel No: \_\_\_\_\_

Designation: \_\_\_\_\_

Date of application: \_\_\_\_\_

\*Delete where not applicable

.....see overleaf

**PART II (FOR OFFICIAL USE ONLY)**

The Port Master hereby allocates the \_\_\_\_\_ Anchorage for the vessel  
\_\_\_\_\_ to carry out hot-work repair on board for a period of \_\_\_\_\_ days  
from \_\_\_\_\_ to \_\_\_\_\_ subject to the applicant's compliance with the  
following conditions:

- a) In the case of first application in respect of a tanker or bulk carrier, the vessel has to be inspected and certified by MPA Inspector of Petroleum to be free from flammable vapour prior to the shifting of the vessel to the above allocated anchorage/berth for hot-work repairs;
- b) In the case of a vessel other than a tanker or bulk carrier where hot-work is required in the engine-room, any bunker tank, any compartment which contains or previously contained flammable liquid/dangerous substance or on any bulkhead common to any of these compartments, the repair areas have to be inspected and certified by MOM Registered Safety Assessors / Officers to be fit for the intended hot-work;
- c) In the case of an application for an extension of Permit for the type of vessel described in paragraph (a) or the type of hot-work repair described in paragraph (b), the vessel has to be inspected and certified again by MOM Registered Safety Assessors / Officers to be fit for the continuation of hot-work;
- d) In connection with paragraph (a), every condition and recommendation stipulated by the MPA Inspector of Petroleum in the Certificate of Freedom from Flammable Vapour has to be strictly adhered to;
- e) All shore workers engaged for the hot-work repair on the vessel are to have undergone the relevant safety courses approved by the Chief Inspector of the Ministry of Manpower. In this connection, owner, agent, master or crew of a vessel or any person undertaking such work on behalf of such owner, agent, master or crew of a vessel is advised to acquaint fully with all the provisions of the Factories (Shipbuilding and Ship-repairing) Regulations 1994;
- f) No cutting of shell plating or side-frame is permitted whilst the vessel is at the anchorage;
- g) The Master or person-in-charge of the vessel has to take all normal safety precautions and observe the relevant provisions of the Port Circulars currently in force and to complete the attached Safety Checklist on every occasion before work is commenced. In case of continuous work, the Checklist is to be completed at least once daily; and
- h) The conditions of the vessel remain unchanged after certification by MPA Inspector of Petroleum.

\_\_\_\_\_  
for PORT MASTER

\_\_\_\_\_  
Date of Approval

Checked by : \_\_\_\_\_  
(Name & signature of staff)

Original : Master of Vessel  
Copy : Manager (PSC)  
Copy : MO (OSDC)

*Last Updated : 23 May 2007*