

	<p style="text-align: center;"><b>GOVERNMENT OF ANTIGUA AND BARBUDA</b></p> <p style="text-align: center;"><b>DEPARTMENT OF MARINE SERVICES AND MERCHANT SHIPPING (ADOMS)</b></p> <p style="text-align: center;"><b>Circular 02 002-04</b></p> <p style="text-align: center;"><b>Maritime Security and Maritime Safety</b></p>	Document	Circ. 02-002-04
		Revision	00
		Page	1 of 1
		Reference	1. SOLAS XI-2 and ISPS Code 2. Circ. 02-004-03

**Circular letter to**

- 1. all Companies having registered their ships under the flag of Antigua and Barbuda W.I.**
- 2. all ships registered under the flag of Antigua and Barbuda W.I.**

**Alternate SSO and CSO**

1. In referring to Circ. 02-004-03, paragraph 5, ADOMS wish to inform, that the required alternate **SSO and CSO** is to be considered **only as a back-up**, taking over in cases of emergency, in which the full-time SSO or CSO became unexpected: unserviceable, unavailable or a casualty and cannot be relieved ad hoc. The requirement of an "alternate CSO" is not applicable to companies, which have designated several persons as CSO, depending on the number or types of ships they operate.
2. Alternate SSOs and CSOs shall have, as an interim measure, basic knowledge according to some of the details laid down in ISPS-A/11 and 12 and in ISPS-B/13.1 and 13.2:
  - methods of ship security surveys and inspection
  - ship and port operations and conditions
  - ship and port facility security measures
  - emergency preparedness and response, ship security level
  - handling sensitive security-related information and security-related communication (i.e. ship's certificates: IISCC, ISSC, CSR, DOS, relevant records)
  - the layout of the ship
  - the SSP
  - operations of security equipment and systems
3. We refer to paragraph 4. of ref. 2. above, accepting, as an interim training measure, "**on the job training**" for "alternate SSOs and CSOs", to be carried out by the full-time SSO or respectively the full-time CSO. This shall be documented in the ship's logbook or in the company's security files, after having completed training for the alternate SSO or CSO.
4. It should be noted that after 1 July 2004 this Administration will request all "alternate SSOs and CSOs" to be trained at full scale and provided with training documentary evidence issued on behalf of ADOMS or countries whose certificates of competency are recognized by Antigua and Barbuda.
5. Nothing in this circular shall, in any way, limit authorized RSOs to issue and approve SSPs to ships with an alternate SSO on board.