

# Partial Modification of Reporting Items on Security Information of Ship

## Important notice to mariners who enter Japanese port from abroad

Based on the law of ship security and port facilities which came into force on 1 July 2004, all ships that depart from foreign port and intend to enter Japanese port are required to report their security information of ship to a designated Japan Coast Guard office 24 hours before their arrival. **Effective on 1 February 2007**, some reporting items on the security information of ship will be changed.

### (Changes)

#### 1. Following items are added to report

- Crew List (name, nationality, date of birth, seaman's passport No., rank or rating)
- Passenger List (name, nationality, date of birth, passport No., port of embarkation and disembarkation )

#### 2. Following item is no longer required to report

- Existence of passengers boarding at each foreign port and to disembark in Japan

- ※ It is recommended to use FAL form to report Crew List and Passenger List
- ※ All ships who enter Japanese port from abroad are required to report these information regardless of their nationality, size, type and etc.,
- ※ All ships that enter special areas (e.g. Bay of Tokyo, Bay of Ise, Seto inland sea) are also required to report these information.
- ※ This report is only required for those ships come from a foreign port directly to Japan. Therefore, it is not necessary for ships that have already entered Japanese ports and keep domestic voyages.
- ※ You can either use this form as an application form for dangerous cargo loading, berthing request, berth shift permission, mooring facility permission and insurance status report to local port authorities.

### ◆ Where to report ?

- \* Please report to local JCG office in charge of the port where you intend to enter.  
If you enter specific areas without determining Japanese port of call or without calling on any Japanese ports, please report to local JCG office designated by public notice.  
(Please contact Regional JCG headquarters for more detail.)

### ◆ Who should report?

- \* Captain is responsible for this report. However, owners and ship agents authorized by the captain or ship owner can also submit the report.

### ◆ How to report?

- \* EDI, fax, e-mail and hand delivery are accepted. EDI is preferable because it ensures smooth and reliable communication.

### ◆ What should you do if you fail to report 24 hours before the arrival due to bad weather or some other inevitable circumstances?

- \* Please report immediately to a designated local JCG office.
- \* When you face imminent dangers and need to enter port urgently, please report them as soon as you enter the port. (Please contact Regional JCG headquarters for more detail.)

## For inquiry about the Security Information of Ship, please contact listed Regional Coast Guard HQs.

Please also visit Ministry of Land, Infrastructure and Transport website and  
Japan Coast Guard website below.

Name of office	Division	Address	Phone (Ext.)
1st Regional Coast Guard Headquarters	Security Division	5-3 Minatomachi, Otaru-shi, Hokkaido	0134-27-0118 (3112)
2nd Regional Coast Guard Headquarters	Security Division	3-4-1 Sadayamadori, Shiogama-shi, Miyagi	022-363-0111 (3117)
3rd Regional Coast Guard Headquarters	Security Division	5-57 Kitanakadori, Naka-ku, Yokohama-shi, Kanagawa	045-211-1118 (3115)
4th Regional Coast Guard Headquarters	Security Division	2-3-12 Irifune, Minato-ku, Nagoya-shi, Aichi	052-661-1611 (3117)
5th Regional Coast Guard Headquarters	Security Division	1-1 Hatobacho, Chuou-ku, Kobe-shi, Hyogo	078-391-6551 (3121)
6th Regional Coast Guard Headquarters	Security Division	3-10-17 Ujina Kaigan, Minami-ku, Hiroshima-shi, Hiroshima	082-251-5111 (3121)
7th Regional Coast Guard Headquarters	Security Division	1-3-10 Nishikaigan, Moji-ku, Kitakyusyu-shi, Fukuoka	093-321-2931 (3115)
8th Regional Coast Guard Headquarters	Security Division	901 Shimofukuji, Maizuru-shi, Kyoto	0773-76-4100 (3112)
9th Regional Coast Guard Headquarters	Security Division	2-2-1 Bandai, Niigata-shi, Niigata	025-244-4151 (3115)
10th Regional Coast Guard Headquarters	Security Division	4-1 Higashikoorimotomachi, Kagoshima-shi, Kagoshima	099-250-9800 (3117)
11th Regional Coast Guard Headquarters	Security Division	2-11-1 Minatomachi, Naha-shi, Okinawa	098-867-0118 (3121)

Website links:

**Ministry of Land, Infrastructure and Transport**  
**Japan Coast Guard**

<http://www.mlit.go.jp/>  
<http://www.kaiho.mlit.go.jp/>

- For the purpose of counter terrorism, a ship arriving from abroad is requested to report her security information of ship before arrival.
- Once you make a report, you may enter Japanese port as usual. JCG officials may ask some questions or give you some instructions for your entry, please follow their instructions.
- A captain of the ship who did not make a report or those who made a false report may be fined up to 500,000 yen or sentenced to up to one year imprisonment. It may also cause a significant delay of your entry if you fail a proper report.