



Changes to Ship Security Plans

A. Procedures

1. Every change to an approved Ship Security Plan or a part of the Ship Security Equipment, which affects the ship's security performance, shall be reported by the CSO, prior to its effectuation, to the relevant RSO. The CSO shall indicate the consequences of the proposed change.
2. The RSO decides in each case if the change shall be effectuated with or without a new verification, based on the standards determined by NSI, which follow in the Table of Standards below.
3. Changes not needing a consequential verification, shall however be approved by the master or the SSO and the CSO. A declaration, signed by the CSO shall then be added to the plan and pages, subject to adjustments, shall be signed by the SSO or the master. These changes will be evaluated by the RSO during the next intermediate or renewal verification. These changes concern only items of small impact which do not affect the ship's security performance and which are not identified in the Table of Standards below.
4. In case changes do need approval and or verification by the RSO, the pages subject to adjustments shall be stamped by the RSO.

B. Standardization

General:

- Changes in information in the SSP that are not related to the vessel, e.g. contact address of the owner, may be changed without verification
- Any change in the SSP shall result in an equivalent or higher level of security

Changes to parts of the SSP mentioned in the table below shall be evaluated in any case. In some cases evaluation of the documentation may suffice, in others additional verification on board may be necessary, as indicated in the action codes. See explanation of action codes and the Table of Standards below.

C. Action code and Table of Standards

- *Action Codes:*

1. Evaluate based on documentation
 2. Evaluate and verify
- * Indicates that verification shall only be performed if it is feasible and practical

- *Table of Standards in approval requirements*

See table on next page



Inspectie Verkeer en Waterstaat

Nr	Relevant part SSP	Action code
1	Acknowledging changes in security level	1
2	Security measures that could be taken, in close co-operation with those responding to incident(s) as well as with the port facility, in response to security instructions from Governments given at Security Levels 2 and 3	2*
3	Reporting incidents to company, flag-state, port- and coastal state authorities	1
4	Matters relating to frequencies for testing and/or calibration of security equipment	1
5	Security exercises and Security briefings to all ships personnel	1
6	All matters related to security audits	1
7	Review process for SSP	1
8	All matters related to Records	1
9	Procedures to guarantee confidentiality	1
10	Identification of restricted areas and times of application	2
11	Access protocols and other procedures regarding restricted areas	1
12	Use of security and surveillance equipment	1
13	All matters related to deck and access-points lighting	2*
14	Standard security monitoring/response at all security levels	1
15	Ensuring co-ordination with waterside boat patrols, and foot or vehicle patrols ashore, when provided	1
16	Maintenance procedures for all security equipment	1
17	Ship Security alert system, all related matters (Except frequencies, see 4))	2