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| **Radiocommunication Bureau (BR)** | | |
| Circular Letter  **CM/24** | | 20 October 2015 |
|  | | |
| **To Administrations of Member States of the ITU** | | |
|  | | |
| Subject: | **ITU maritime services database – Identities for handheld VHF transceivers with digital selective calling and global navigation satellite system**   * **Circular Letter No. CM/15 dated 14 September 2006** * **Circular Letter No. CM/17 dated 15 January 2008** * **Circular Letter No. CM/18 dated 28 November 2008** * **Recommendation ITU-R M.585-7** | |
| References: |

I wish 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 the “**assignment of identities for handheld VHF transceivers with digital selective calling and global navigation satellite system”**, based on the request of the ITU-R Working Party 5B meeting in July 2015.

The registration and the consequent retrieval of information concerning these devices via the ITU Maritime mobile Access and Retrieval System (MARS) may facilitate search and rescue operations in case of emergencies (especially outside national borders by Maritime Rescue Coordination Centres).

In order to allow for the submission of this additional optional information, the relevant   
notification forms were revised as attached in Annexes 1 and 2. Detailed explanations, concerning the fields to be notified are provided in Annex 3 (see also <http://www.itu.int/en/ITU-R/terrestrial/mars/Pages/ShipStationsSubmissionofdata.aspx>).

The change made to these forms, with respect to the previous one, is the addition of Field 34 (Identities for handheld VHF transceivers). As a consequence, these forms cancel and replace the previous notification forms annexed to the BR Circular letter CM/18 dated 28 November 2008.

You may wish to note that 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.

The Bureau remains at the disposal of administrations for any further information and clarifications that may be needed in respect to these matters. The contact person is Mr M. Das, telephone: +41 22 730 5007, fax: +41 22 730 5785, e-mail: [brmail@itu.int](mailto:brmail@itu.int).

François Rancy

Director

Annexes: 3

Distribution:

* Administrations of Member States of ITU
* International Maritime Organization

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

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| **AC.\*** | | Action Code |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **1.\*** | | Ship (Vessel) Name |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **2.\*\*** | | Call Sign |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **3.** | | Selective Call Number(s) |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **4.\*\*** | | MMSI Number |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **5.** | | Inmarsat Number(s) |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **6.** | | NTLX Number |  |  |  |  |  |  |  | | | | | | | | | | | | | | | | | | | | | | | |
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| **7.\*** | | Notifying Administration |  |  |  |  | **8.** Territory or Geographical Area code | | | | | | | | | | | | | | | |  |  |  |  | | | | | | |
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| **9.** | | Life Boats |  |  |  | **10.** Radio Beacons (EPIRBs) | | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  | |
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| **11.** | | General Classification |  |  |  | **12.** Individual Classification | | | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  | |
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| **13.** | | Nature of Service |  |  |  |  |  |  | **14.** Services Available | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  | |
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| **15.** | | Service Hours |  |  |  |  |  | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **16.** | | Telegraph transmission frequency bands |  |  |  |  |  |  | **17.** Telephone transmission frequency bands | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  | |
|  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **18.** | | Accounting Authority Identification Code (AAIC) |  |  |  |  |  | **19.** AAIC used for Inmarsat Communications | | | | | | | | | | | | | | |  |  |  |  |  |  |  |  |  | |
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| **20.** | | Owner Name |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **21.** | | Ex Ship-Name |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **22.** | | Ex Call Sign |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **23.** | | EPIRB Identification code |  |  |  |  |  |  |  |  |  | |  |  |  | **(Either the MMSI or MID+Call sign)** | | | | | | | | | | | | | | | | |
|  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **24.** | | Vessel Identification number |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
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| **25.** | | Gross Tonnage |  |  |  |  |  |  |  |  |  | |  |  |  |  | | | | | | | | | | | | | | | | |
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| **26.** | | Emergency Contact Person ashore |  | (Name & Address) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **27.** | |  |  | (Phone) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **28.** | |  |  | (Telefax/Email) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **29.** | | Alternative 24-hour emergency telephone number |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **28#** | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **30.** | | Capacity for persons on board |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **29#** | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| **31.** | | Ship’s radio installation |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **30#** | |  |  |
|  | |  |  |
| **32.** | | EPIRB HEX ID CODE (one or multiple). *Separate occurrences with comma (,)* |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **32** | |  |  |
| **33.** | | MMSI assigned to craft associated with a parent ship  (one or multiple). *Separate occurrences with comma (,)* |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **34.** | | **Identities for handheld VHF transceivers** (one or multiple). *Separate occurrences with comma (,)* |  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **\*** | Mandatory fields | | | | | | | | | | | **TPR/NAV\_2** | | | | | | | | | | | | | | | | | | | |
| **\*\*** | Either one or both of the items is to be provided. | | | | | | | | | | | **October 2015** | | | | | | | | | | | | | | | | | | | |
| *Please provide information for all the fields, even if they are not indicated as mandatory.* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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

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| **Field** | | **Field Name** | | **Field Length  (Max.)** | **Occurrences  (Max.)** | **Total field Length  (Max.)** | |
| **AC\*** | | Action Code | | 1 | 1 | 1 | |
| **1\*** | | Ship (Vessel) Name | | 50 | 1 | 50 | |
| **2\*\*** | | Call Sign | | 7 | 1 | 7 | |
| **3** | | Selective Call Number(s) | | 6 | 2 | 13  (12+1 comma separator) | |
| **4\*\*** | | Maritime Mobile Service Identity (MMSI) Number | | 9 | 1 | 9 | |
| **5** | | Inmarsat Number(s) | | 13 | 8 | 111  (104+7 comma separators) | |
| **6** | | NTLX Number | | 5 | 1 | 5 | |
| **7\*** | | Notifying Administration | | 3 | 1 | 3 | |
| **8** | | Territory or Geographical Area code | | 3 | 1 | 3 | |
| **9** | | Life Boats | | 2 | 1 | 2 | |
| **10** | | Radio Beacons (EPIRBs) | | 9 | 1 | 9 | |
| **11** | | General Classification | | 2 | 1 | 2 | |
| **12** | | Individual Classification | | 3 | 2 | 7  (6+1 comma separator) | |
| **13** | | Nature of Service | | 2 | 2 | 5  (4+1 comma separator) | |
| **14** | | Services Available | | 5 | 1 | 5 | |
| **15** | | Service Hours | | 3 | 1 | 3 | |
| **16** | | Telegraph transmission frequency bands | | 5 | 1 | 5 | |
| **17** | | Telephone transmission frequency bands | | 4 | 1 | 4 | |
| **18** | | Accounting Authority Identification Code (AAIC) | | 4 | 1 | 4 | |
| **19** | | AAIC used for Inmarsat Communications | | 4 | 1 | 4 | |
| **20** | | Owner Name | | 200 | 1 | 200 | |
| **21** | | Ex Ship-Name | | 50 | 1 | 50 | |
| **22** | | Ex Call Sign | | 7 | 1 | 7 | |
| **23** | | EPIRB Identification code | | 10 | 1 | 10 | |
| **24** | | Vessel Identification number | | 7 | 1 | 7 | |
| **25** | | Gross Tonnage | | 7 | 1 | 7 | |
| **26** | | Emergency Contact Person ashore (Name & Address) | | 200 | 1 | 200 | |
| **27** | | Emergency Contact Person ashore (Phone) | | 30 | 1 | 30 | |
| **28** | | Emergency Contact Person ashore (Telefax/Email) | | 30 | 1 | 30 | |
| **29** | | Alternative 24-hour emergency telephone number | | 30 | 1 | 30 | |
| **30** | | Capacity for persons on board | | 4 | 1 | 4 | |
| **31** | | Ship’s radio installation | | 100 | 1 | 100 | |
| **32** | | EPIRB HEX ID CODE | | 15 | 15 | 239  (225+14 comma separators) | |
| **33** | | MMSI assigned to craft associated with a parent ship | | 9 | 10 | 99  (90+9 comma separators) | |
| **34** | | **Identities for handheld VHF transceivers** | | 9 | 10 | 99  (90+9 comma separators) | |
| **\*** | | Mandatory fields | | **TPR/NAV\_2** | | | |
| **\*\*** | | Either one or both of the items is to be provided. | | **October 2015** | | | |
| *Please provide information for all the fields, even if they are not indicated as mandatory.* | | | | | | | | | |

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| **Field** | **Field Name** | **Field information** | **Remarks** | | |
| AC\*  (mandatory) | Action Code | Upon receipt of a notification, this code indicates the action to be performed by the BR : | A – add a new station  M – modify particulars of an existing station  S – suppress an existing station | | |
| 1\*  (mandatory) | Ship (Vessel) Name | Self-explanatory | Maximum length of 50 characters. No accented characters to be used | | |
| 2\*\*  (mandatory, if no MMSI (Field 4) is notified) | Call Sign | Call signs in the international series are formed as indicated in RR provisions Nos. 19.51 to 19.71. The first two characters shall be two letters or a letter followed by a digit or a digit followed by a letter.  The first two characters or in certain cases the first character of a call sign constitute the nationality identification | |  |  | | --- | --- | | RR Number | Permitted formations | | **19.55** |  | |  | XXAA-XXZZ | |  | XXAA2 -XXZZ9 | |  | XL2000 - XL9999 (L = Second character is a Letter) | |  | XXA2000 - XXZ9999 | | | |
| 3 | Selective Call Number(s) | When stations of the maritime mobile service use selective calling devices in accordance with Recommendations ITU-R M.476-5 and ITU-R M.625-3, their call numbers shall be assigned by the responsible administrations | First character to be either an S or T followed by **five** digits (from 0 to 9) | | |
| 4\*\*  (mandatory, if no Call Sign (Field 2) is notified) | Maritime Mobile Service Identity  (MMSI) | Maritime mobile service identities are formed of a series of nine digits which are transmitted over the radio path in order to uniquely identify ship stations operating in the maritime mobile service or the maritime mobile-satellite service. | The **format MIDXXXXXX** where in the first three digits represent the Maritime Identification Digits (MID) and X is any figure from 0 to 9.  The MID denotes the administration having jurisdiction over the ship station so identified. | | |
| 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. | No longer used | | |
| 7\*  (mandatory) | Notifying Administration | One or Three character symbol designating an Administration responsible for the registration of the ship. | Any governmental department or service responsible for discharging the obligations undertaken in the International Telecommunication Convention and the Radio Regulations | | |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | **ANNEX 3**  **Detailed explanations, concerning the fields to be notified**  **(SHIP STATIONS)** | | | | | | |

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| **Field** | | **Field Name** | | **Field information** | | **Remarks** | |
| 8 | | Territory or Geographical Area code | | One or Three character symbol designating the Territory or Geographical area | | A Country Geographical Area which does not have full responsibility for its international relations | |
| 9 | | Life Boats | | Number of life boats | | Indicates the number of lifeboats on board fitted with radio apparatus | |
| 10 | | Radio Beacons (EPIRBs) | | *Emergency Position-Indicating Radio Beacon*  A station in the mobile service the emissions of which are intended to facilitate search and rescue operations. | | Symbols used in this field are:   |  |  | | --- | --- | | A | EPIRB operating on 2 182 kHz | | B | EPIRB operating on 121.5 MHz | | C | EPIRB operating on 243 MHz | | D | EPIRB operating on 156.525 MHz | | E | Satellite EPIRB operating in the band 406-406.1 MHz | | G | SART operating in the band 9 200-9 500 MHz | | |
| 11 | | General Classification | | Ships (including any other device carrying a ship station) are classified by means of a two-letter general classification symbol | | Symbols used in this field are:   |  |  |  |  | | --- | --- | --- | --- | | **FV** | Fishing industry | **OF** | Offshore | | **GV** | Service vessels | **PL** | Pleasure / Leisure | | **MM** | Merchant | **SV** | Rescue | | **NF** | Inland waterways | **XX** | All other activities | | **NS** | Naval |  |  | | |
| 12 | | Individual Classification | | Ships (including any other device carrying a ship station) are also classified by means of a two or three-letter individual classification symbol | | The meaning of each symbol used is given in the link below:  [Symbols which designate individual classes of ships](http://www.itu.int/net/ITU-R/terrestrial/docs/mars/Table2.pdf) | |
| 13 | | Nature of Service | | The nature of service includes the classification as regards the type of international correspondence service maintained by the station | | Symbols used in this field are:   |  |  | | --- | --- | | CO | a station open to official correspondence exclusively; | | CP | a station open to public correspondence; | | CR | a station open to limited public correspondence; | | CV | a station open exclusively to correspondence of a private agency; | | OT | a station open exclusively to operational traffic of the service  concerned | | |
| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | **ANNEX 3**  **Detailed explanations, concerning the fields to be notified**  **(SHIP STATIONS)** | | | | | | | | | | |
| **Field** | | **Field Name** | | **Field information** | | **Remarks** | | |
| 14 | | Services Available | | The specific services provided by a station open to public correspondence in the maritime mobile service | | Symbols used in this field are:   |  |  | | --- | --- | | C | radiotelephone calls | | D | radiotelex calls | | O | OBS messages (voluntary observing ship | | P | facsimile communications | | R | radiotelegrams | | | |
| 15 | | Service Hours | | Hours of service | | Symbols used in this field are:   |  |  | | --- | --- | | H24 | continuous service throughout the twenty-four hours | | H16 | 16-hour service provided by a ship station of the second category | | H8 | 8-hour service provided by a ship station of the third category | | HX | intermittent service throughout the twenty-four hours, or station  having no specific working hours | | HJ | day service | | HN | night service | | | |
| 16 | | Telegraph transmission frequency bands | | Frequency bands used for radiotelegraphy transmissions | | Symbols used in this field are:   |  |  | | --- | --- | | **S** | frequency bands used in the maritime mobile-satellite service | | **W** | bands between 110 and 160 kHz | | **X** | bands between 415 and 535 kHz | | **Y** | bands between 1 605 and 4 000 kHz | | **Z** | bands between 4 000 and 27 500 kHz | | | |
| 17 | | Telephone transmission frequency bands | | Frequency bands used for radiotelephony transmissions | | Symbols used in this field are:   |  |  | | --- | --- | | **S** | frequency bands used in the maritime mobile-satellite service | | **T** | bands between 1 605 and 4 000 kHz | | **U** | bands between 4 000 and 27 500 kHz | | **V** | bands between 156 and 174 MHz | | | |
| 18 | | Accounting Authority Identification Code (AAIC) | | An accounting authority must be registered with their Administration. Each accounting authority will be allocated a discrete Accounting Authority Identification Code (AAIC) by the registering Administration. | | Refer to ITU-T Recommendation [D.90](http://www.itu.int/rec/T-REC-D.90-199210-S) | | |

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| |  |  |  | | --- | --- | --- | | |  |  | | --- | --- | |  | **ANNEX 3**  **Detailed explanations, concerning the fields to be notified**  **(SHIP STATIONS)** | | | | | | |
| **Field** | **Field Name** | **Field information** | **Remarks** |
| 19 | AAIC used for Inmarsat Communications | Different to the AAIC notified in Field 18 above | Refer to ITU-T Recommendation [D.90](http://www.itu.int/rec/T-REC-D.90-199210-S) and [D.95](http://www.itu.int/rec/T-REC-D.95-199210-I) |
| 20 | Owner name | Self-explanatory |  |
| 21 | Ex Ship-Name | Self-explanatory |  |
| 22 | Ex Call Sign | Self-explanatory |  |
| 23 | EPIRB Identification code | The identification code of the EPIRBs | Either the MMSI of the ship or a combination of MID + Call sign of the ship |
| 24 | Vessel Identification number | IMO number or national registration number |  |
| 25 | Gross Tonnage | In digits, rounded to the closest whole number | Total enclosed space or internal capacity of a vessel |
| 26 | Emergency Contact Person ashore (Name & Address) | As given by Administration | Name and Address of emergency contact person ashore |
| 27 | Phone Number | As given by Administrations and prefixed with country destination code | Telephone number of emergency contact person ashore |
| 28 | Fax Number/Email | As given by Administrations and prefixed with country destination code | Telefax number/Email address of emergency contact person ashore |
| 29 | Alternative 24-hour emergency telephone number | As given by Administrations and prefixed with country destination code | Alternative 24-hour emergency telephone number of contact person ashore |
| 30 | Capacity for persons on board | In digits | Total number of passengers and crew |
| 31 | Ship’s radio installation | Brief description of radiocommunication equipment on board a vessel | e.g.: Inmarsat A, B, C, M, VHF, digital selective calling (DSC) , etc... |
| 32 | EPIRB HEX ID CODE  (one or multiple) | To be used exclusively to notify one or multiple Hex Id codes | The ONLY characters accepted are **0** to **9** and **A** to **F.** *Separate occurrences with comma (,)* |

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| --- | --- | --- | --- |
| **Field** | **Field Name** | **Field information** | **Remarks** |
| 33 | MMSI assigned to craft associated with a parent ship  (one or multiple) | This numbering format is only valid for devices on board craft associated with a parent ship. A craft may carry multiple devices which would be identified by the MMSI assigned to the craft. These devices may be located in lifeboats, life-rafts, rescue-boats or other craft belonging to a parent ship. | The **format 98MIDXXXX** where the digits 3, 4 and 5 represent the MID and X is any figure from 0 to 9. The MID represents the administration having jurisdiction over the call identity for the craft associated with a parent ship. *Separate occurrences with comma (,)* |
| 34 | Identities for handheld VHF transceivers  (one or multiple) |  | The **format 8MIDXXXXX** where the digits 2, 3 and 4 represent the MID and X is any figure from 0 to 9. The MID represents the administration having jurisdiction over the call identity for the craft associated with a parent ship *Separate occurrences with comma (,)* |

**Notifications should be addressed to:**

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