

# COMMONWEALTH OF DOMINICA



## MARITIME ADMINISTRATION Office of Maritime Affairs and Marine Personnel

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### MARITIME SAFETY CIRCULAR – CD-MSC 01-2025

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS, OFFICERS, RECOGNIZED ORGANIZATIONS**

**Date:** 24 March 2025

**Subject:** *Carriage of Prepackaged Frozen Fish – IUU Compliance Statement for Non-Harvesting Vessels*

#### 1. Purpose

This Circular provides guidance on the issuance of a Certificate of Non-Involvement in IUU Fishing Activities by the Commonwealth of Dominica Maritime Administration for Dominica-flagged vessels that carry prepackaged frozen fish products and are not involved in harvesting, processing, or at-sea transshipment of fish.

#### 2. Background

Efforts to combat Illegal, Unreported, and Unregulated (IUU) fishing have led to increased scrutiny of all vessels involved in the seafood supply chain, including those engaged only in the transport of fish products. This Circular affirms the Commonwealth of Dominica's commitment to responsible maritime oversight and provides a structured pathway for vessels to demonstrate voluntary compliance with global IUU prevention efforts.

#### 3. Applicability

This circular applies to:

- Dominica-flagged vessels carrying prepackaged frozen fish;
- Vessels that are not engaged in fishing, processing, or at-sea transshipment;
- Operators seeking official documentation to certify the vessel's non-involvement in IUU activity for presentation to Port State or trade authorities.

#### **4. Certificate of Non-Involvement in IUU Fishing Activities**

The Commonwealth of Dominica Maritime Administration may issue a Certificate of Non-Involvement in IUU Fishing Activities (hereafter, "Certificate of Compliance") upon receipt of a complete application and required documentation.

##### **Eligibility Criteria**

To qualify for issuance, the following must be demonstrated:

- The vessel is not listed on any current IUU vessel lists issued by RFMOs, the European Commission, or national authorities;
- The vessel is not engaged in fishing, processing, or transshipment of fish at sea;
- The cargo consists solely of prepackaged frozen fish products and is accompanied by:
  - A Sanitary/Health Certificate issued by the competent authority of the exporting country;
  - A Bill of Lading and/or manifest;
  - A Catch Certificate, if available;
- The vessel's statutory documentation is valid and compliant with Flag State requirements.

##### **Request Procedure**

To request a Certificate of Compliance, the shipowner/operator must submit:

- A signed Letter of Request (see Annex I);
- Cargo-related documentation;
- A current status report on the vessel's statutory certificates.

Requests shall be submitted to:

Office of Maritime Affairs and Marine Personnel  
Commonwealth of Dominica Maritime Administration  
Email: [technical@dominica-registry.com](mailto:technical@dominica-registry.com)  
Phone: 001-508-992-7170

#### **6. Validity and Violations**

Certificates are valid for a single voyage or up to 90 days, depending on the cargo operation and declared itinerary.

Any violation of the conditions outlined in this Circular or falsification of submitted documentation shall result in the immediate invalidation of the Certificate and the imposition of a financial penalty of USD \$50,000.

Additional enforcement action may include Flag withdrawal, detention notifications to relevant port states, and reporting to RFMOs.

## 7. Fee Schedule

<b>Service</b>	<b>Fee (USD)</b>
Issuance of Certificate of Compliance (Standard)	\$500
Expedited Processing (24 hours)	\$150
Reissuance (due to lost or invalidated certificate)	\$300
Certificate Validity Extension (upon review)	\$200

*All fees are non-refundable and payable in advance via wire transfer or approved online method. Invoices will be issued upon request.*

## Annex I: Sample Letter of Request

### [Owner/Operator Letterhead]

Date: [Insert Date]

To:

Commonwealth of Dominica Maritime Administration  
Office of Maritime Affairs and Marine Personnel

Subject: *Request for IUU Compliance Certificate – [Vessel Name, IMO Number]*

Dear Sir/Madam,

We hereby request the issuance of a Certificate of Non-Involvement in IUU Fishing Activities for the above-mentioned vessel, which is flagged under the Commonwealth of Dominica and currently engaged in the carriage of prepackaged frozen fish products from [Port, Country] to [Port, Country].

The vessel is not engaged in fishing, at-sea transshipment, or processing of fish products. The cargo has been loaded with appropriate sanitary/export certification from the exporting country and is fully documented.

Attached, please find the following:

- Copy of the Bill of Lading;
- Export Sanitary Certificate (and Catch Certificate, if available);
- Statement of Operational Status and Trading Route;
- Copy of the vessel's valid statutory certificates.

We affirm that the vessel is in full compliance with applicable national and international regulations and is **not listed on any RFMO or national IUU blacklist**.

Sincerely,

[Name]

[Title]

[Company Name]

[Contact Information]

## Annex II: Sample Certificate of IUU Non-Involvement

COMMONWEALTH OF DOMINICA  
MARITIME ADMINISTRATION  
Office of Maritime Affairs and Marine Personnel

Certificate of Non-Involvement in IUU Fishing Activities

This is to certify that the vessel:

Name: [Vessel Name]  
IMO Number: [Insert IMO]  
Call Sign: [Insert Call Sign]  
Flag: Commonwealth of Dominica

is currently registered under the Commonwealth of Dominica and, to the best of this Administration's knowledge and based on the documentation provided, is not involved in harvesting, processing, or transshipment of fish products.

The vessel is engaged solely in the carriage of prepackaged frozen fish products under export documentation issued by the authorized competent authority of [Exporting Country], and is not listed on any IUU vessel list maintained by RFMOs, the European Union, or national authorities as of the date of issuance.

This certificate is issued upon voluntary request and may be presented to relevant Port State or Customs Authorities for clarification of the vessel's cargo operations.

**Issued on:** [Date]  
**Valid until:** [Insert Expiration Date, if applicable]

For the Commonwealth of Dominica Maritime Administration,

[Authorized Name]  
Deputy Commissioner of Maritime Affairs  
Commonwealth of Dominica

**Official Seal / Stamp**