

## Guidance for submitting SEEMP Part II & III (Initial approval for new building, company change)

### ClassNK MRV Portal Support Desk Jan/2023



### **1. Procedure for submitting SEEMP Part II&III**

### Procedure for submitting SEEMP Part II&III (1/7) **lassNK**

Users can submit SEEMP Part II and III for Initial approval for newly registered ships at the time of a newbuilding or company change.

- 1
- On "User information Ship List" tab, click "Add Ship" button to register the new vessel.
- 2 After registering the vessel, click "SEEMP approval application".

ClassNK MRV	Porta	[TRIAL] Ver.2	2.3.0 - 2022/07/25	💪 User's Guide	🕞 Video Manual	😯 In	quiry								Logo
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U MP(Monitoring Plan)	~ _														
U Emission Report	~	List of registere	d ships		_									30 Sh	lips
EEMP	~	Ship						IMO No.							
MO DCS Annual Report	~	EUMRV	Type of Ship(EUMRV)			~		IMO-DCS	Тур	be of Ship(IMO-DC	S)		~	Search	
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Company Data		IMO No. Ship n	<u>iame</u>			Flag			~				~ [70]		-
Ship List		91			Ship Detail	AN		Bulk carrier	~	Edit MP	~	Other CHIP CARE		SEEMP approval application	
Sub User List		92			Ship Detail	PN			$\sim$			General Cargo Ship	~	SEEMP approval application	
Alert Setting		92			Ship Detail M	HL			~		~	Bulk Carrier	~	SEEMP approval application	
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		Print application	n information Edi	it Log									Save	Get NK's data	p

### Procedure for submitting SEEMP Part II&III (2/7) ClassNK

Please select "Initial approval (New building)" or "Initial approval (Existing ship)" Please select both "Part II" and "Part III" then click "Apply".

In case when you submit "Part III" only, please select Part III only

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	Ship List									
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1

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3

### Procedure for submitting SEEMP Part II&III (3/7) ClassNK

Information regarding application / billing address are shown.

- ① Please click "Billing Address" to confirm billing address info.
- $\widehat{2}$  You can add email addresses(up to 3) to which invoice will be sent.
- ③ Please click "Next".
- ④ If the user would like to delete this SEEMP, please click "Delete".

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f https://eumrv06.ship	odatacenter.	com/portal/EUF0810	00.aspx							A	Q
ClassNK MRV Port	al <sub>[TRIAL]</sub>	Ver.2.3.0 - 2022/07/25	📙 User's G	Guide 🕟 Video Man	ual 💡 I	nquiry		<b>≜</b> ≡	US000678 V	WM Minato C	va Shinii Logout
Monitoring 🛛 💙 🔇	SEEMP SH	nip : NK LPG(9848998)						Back to list	<< Frev	Next	>>
EU MP(Monitoring Plan)											
EU Emission Report	WorkFlow	1						Billing	address	Save	
SEEMP Y	Status	Draft		Registry date	2022/07	7/26					
Generate standard SEEMP III	Update	2022/07/26 08:52		Ship Information							
Apply for SEEMP approval *21				Ship Name	NK LPG		IMO No.	9848998			
new items.				Company Name	SHIP DA	TA CENTER CO., LTD.					
ALL SEEMP				Flag	Panama						
Template download				Work Record							
IMO DCS Annual Report				Kind of Application	2	Initial approval (Existing shi	p)	~			
Invoice Y				Kind of Application		🗌 Part II 🖉 Part III					
User Information				Remarks							
				Email address for	· invoice	notification					
				E-mail	[						
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### Procedure for submitting SEEMP Part II&III (4/7) ClassNK

The next page shows the ship particular information.

- ① This is registered information on ClassNK MRV Portal.
- 2 Sea web and/or NKSHIPS database information is shown for reference.
- ③ Please select monitoring method of fuel consumption for SEEMP Part II.
- (4) The user can edit ship particular(1) from "Ship detail" button.
- (5) If you'd like to prepare SEEMP Part III by using NK's standard template function, click "Part III information" (details from page 7). If you submit SEEMP Part III prepared using your own format, upload it referring to page 9.

	Porta	[TRIAL]	Ver.2.3.0 - 2022/07/27	📙 User's Guide 🛛 🕟 🛚	/ideo Manual 🛛 🔞 Inquiry			
onitoring	× 🔇	SEEMP Sh	nip : NK Container 1(98	97937)				Back to list << Pre/ Next >>
J MP(Monitoring Plan)	× []							
J Emission Report	~	WorkFlow					(5) Part III i	information Ship detail Save
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40 DCS Annual Report	~	Last	2022/07/28 08:32	Ship Particulars				
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company Data				Class *		NKK		
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				Ship type		Container ship		
				Ice class (if applic	able)			-
				Shipyard				1
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				Method used to m	easure fuel oil consumption		×	
					2023	- 6 10		
				Required CII	2024	6.06		
					2025	5.93		
				Attained CII			A state of the second secon	

### **SEEMP Part III** NK's standard template function(1)

- ) Please input the department and personnel (or title) responsible.
- Please confirm the default entry of "Three-year implementation Plan". If not suitable, you can edit it by selecting "Edit" radio-box.
- ③ Please select suitable measures on "List of measures---". Please click "Add" when you want to select multiple measures.(You can select any measures. At least one is to be selected.)

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toring	leview and updat	te log					
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v for SEEMD appr		The ve	ssel shall be operated to archive annual attained CII lower than "Required CII" indica	rd:			
teme		When	she complete one calender year reporting, Attained CII shall be calculated and evalu			1 - 10	
SEEMP		ated, t	hen effective measures listed below shall be implemented on the next calender year 💌				
olate download	ist of measures t	to be considered a	and implemented	ad			
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e		Time and method	d of implementation and responsible	00			
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**ClassNK** 

### **SEEMP Part III** NK's standard template function(2)

- ① Please input "Target rating" for the next 3 years (A, B or C).
- 2 Please check "Self Evaluation and improvement ". Where necessary please edit the sentence by selecting "Edit".
- ③ Please click "Save". After it's done, go to ⑥ on page 6.

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https://eu	mrv06.shipdatacenter.com/portal/EUF08050.aspx		A	Q
ClassNK M	Generate standard SEEMP Part III	<b>8</b>	WM Minatoy ල්	a Shinji 🔺 Logout
Monitoring EU MP(Monitoring Plan) EU Emission Report	The vessel shall be operated to archive annual attained CII lower than "Required CII" indica ted in this SEEMP III. When she complete one calender year reporting, Attained CII shall be calculated and evaluated, then effective measures listed below shall be implemented on the next calender year	Ce stand		
SEEMP	List of measures to be considered and implemented		Search	
Generate standard SE	Measure 1 Measure Slow steaming V			
Apply for SEEMP appr	Delete Impact on CII High 🗸	rds per i		<u>~</u>
new items.	Time and method of implementation and responsible			10
ALL SEEMP	Milestone Voyage V	adweigh		
Template download	Due Each milestone			
IMO DCS Annual Rep	Responsible Master 🗸	34.5		<b>^</b>
Invoice	Impediments and contingency			
User Information	Entropediment Business demand	00		
	Contingencies Delay of voyage	100		
	Add	00		
	Target rating	111		
		00		
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	2025	4		
	Self-evaluation and improvement			
	Standard () Edit			
	Frequency of Self-evaluation: Once a year.			
	Responsible Personnel: Captain, Person in charge of the SEEMP on shore.			
	3 Save	•		

ClassNK

### Procedure for submitting SEEMP Part II&III (5/7) ClassNK

This is the last page.

- ① Please upload your ship's SEEMP Part II.
- 2 Click "Create SEEMP" then SEEMP Part III in PDF will be generated based on the description you have selected on page 7 and 8.
- ③ If you have SEEMP Part III prepared using your own form, please do not click "Create SEEMP" and upload it into field ③.
- ④ After completing the above, click "Submit" button.



## Procedure for submitting SEEMP Part II&III (6/7) ClassNK

- $\bigcirc$  The user will see an application form window.
  - Please tick the check box confirming the application declaration.
- ③ Please tick the check box confirming the billing address. If you need to correct it, please do it on this application window.

ClassNK MRV	Porta	al <sub>(trial)</sub>	Application for	Confirmation of Complia	ance			8	A:	US000678 WM Minatoya ර I	a Shinji Logout
Monitoring			Please check the	two checkboxes in the left side	e, and confirm the	oilling a	ddress.		is button.		1
EU MP(Monitoring Plan)			Then click "Subm	it" button at the bottom.					Showing		
EU Emission Report			You are applying for	or SEEMP Part III approval.	this puplication			Â.			
SEEMP		For Part I	This screen is on	ly showing the first vessel's app	lication information						
Generate standard SEEMP I		batch submi	Please check and	edit the billing contact in "Billir	ng To" tab in "User I	nforma	tion - Ship List - Ship Detail".				
Apply for SEEMP approval *		_				Appli	cation Date 2022/07/26				
new items.			TO: NIPPON KAIJ	I KYOKAI				1.1			
ALL SEEMP			Marine GHG (	Certification Department				1.1			
Template download			Applicant					1.1			
IMO DCS Annual Report			Company name		Signature of Applica	nt	Application submitted via online				
Invoice		-	company name	Ship Data CENTER CO., EID.		inc .	Application submitted via online				
User Information			Addross	1028567 4-7, KIOI-CHO, CHIYODA-KU, TOKYO, Japan	Name in Block Cape	tals	SHINJI MINATOYA				
				TEL 043-294-5467	E-mail y-takah	ashi@pl	umsix.co.jp				
			Application is I Part II" for th amended (incl ment oned ser	hereby submitted for approvall of 9 e vessel listed below in accordance uding Resolution MEPC. 328(76)). vices whether our services are acc	SEEMP Part III and iss with the regulation 5 We agree to pay all s ceptable or not.	uing "Co i.4.6 and urvey fe	nfirmation of Compliance for SEEMP d 26.3 of MARPOL Annex VI, as es and expences incurred in above-				
			Name of Ship	NK LPG				]			
			IMO No.	9848998	Flag	Pan	ama	]			
		Ģ	BILLING CONTA	ACT e payment of all survey fees and ex tificate(s).	openses incurred in th	e above	mentioned survey(s) and/or issue				
			Use defaul Same as Registere	t applicant ed Owner C/O applicant				•		2022/07/14 17:08	-
		Submit standa	ard SEEMP III With t				Part III.				

### Procedure for submitting SEEMP Part II&III (7/7) ClassNK

- 1 Please scroll down.
- If a Purchase Order Number is required by your accounting department, please select "Applicable" and input the PO Number.
- ③ Please click "submit".

ClassNK MRV I	orta	TRIAL Ve	Application for Confir	mation of Compliance	8		🖪 US000678 W	M Minatoya උ I	a Shinji Logout
Monitoring		SEEMP Ship :	Please check the two che Then click "Submit" butto	ckboxes in the left side, and confirm the billing address. n at the bottom.		Back to list			
EU MP(Monitoring Plan) EU Emission Report SEEMP Generate standard SEEMP III		WorkFlow Status Dr Last 20 Update	<ul> <li>Use default</li> <li>Same as applican</li> <li>Registered Ownet</li> <li>C/O (請求先が日本</li> <li>Others</li> </ul>	t · C/O applicant 国内法人で、免税を希望される場合は、C/Oを選択してください)	•		Sa All Downlo	ad	
Apply for SEEMP approval *4			Organization Name	SHIP DATA CENTER CO., LTD.		SEEMP Part			
ALL SEEMP			Dept. / Section	TID 4-7, KI0I-CH0					
Template download IMO DCS Annual Report			Address			d <u>70</u> 2			
Invoice User Information			Contact	Tel         043-294-5467           Fax         043-294-6760           E-mail         y-takahashi@plumsix.co.jp	Ľ				
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			Bease confirm with the dev address of the invoice is re- of approval of SEEMP Part 1	partment in charge of payment in your company whether any special description of puired, and describe the details on the above "BILLING CONTACT" column before completion I and Payment III.		documents			
			Comment			d A			
				3 Submit	Ŧ				



### **2. Approval status**

### **Status of approval process**



#### Each status of approval process is shown here

Generate standard SEEMP III	,	No.		Kind of Ap	oplication			~		Search	
	-								Ch		50
ALL SEEMD	_								500	wing records per page : [:	22 ( 22
ALL SEEMP	-88			Class No				Registry date		1-	52 / 52
Template download		Approval No.	IMO No.	/Hull No.	Ship name	<u>Flag</u>	Kind of Application	Complete da	e <u>Status</u>	Last update	
IMO DCS Annual Report	*						Initial approval				
Invoice	~	22WM0110-SEEMP	9343479	999999	NK PCC	BRA	(Existing ship)	2022/07/26	Draft	2022/07/26 17:28	
User Information	~						Part III				- 11

Status	Description
Draft	The user drafted but not yet submitted to ClassNK
Submitted	Submitted to ClassNK
Received	Under examination
Under review 1/Under review 2/Verified	Complete examination but Under administrative process
Reported to Flag* *For those ships for which COC is issued not by NK	Reported to flag to issue CoC by the flag
Settled	Completed approval. The user can download approved SEEMP and CoC

 If the auditor sends comments on SEEMP under review, an email notification will be sent to you and an email mark will appear on "SEEMP – Apply for SEEMP approval" tab. Please click it and see the comments.

ClassNK MRV P	ortal	【TRIAL】 Ver.2.3.0 -	2022/07/25 🔀 Use	r's Guide	🕞 Video Manual 🛛 🔞 Inqu	uiry				<mark>≜</mark> ≡ (	IS000678 WM Minatoya Sh U Log	hinj gou
Monitoring EU MP(Monitoring Plan) EU Emission Report	* 3 * *						For newl	y applying for a SEEMP	approval one by one, click t	nis button. Showing r	Apply for SEEMP approval ecords per page : $50 \sim$ 1 - 21 / 2	21
SEEMP Generate standard SEEMP III	Ň	For Part III batch submitting	Approval No.	IMO No.	<u>Ship name</u>	<u>Flag</u>	Kind of Application	<u>Registry date</u>	<u>Delivery date /</u> <u>Management start date</u>	<u>Status</u>	Last update	
Apply for SEEMP approval *21 new items. ALL SEEMP			22WM0109-SEEMP	9848998	NK LPG	PAN	Initial approval (Existing ship) Part III	2022/07/26		Draft	2022/07/26 10:15	
Template download IMO DCS Annual Report	<b>~</b>		22WM0108-SEEMP	9343479	NK PCC	BRA	Initial approval (Existing ship) Part III	2022/07/26		Draft	2022/07/26 10:06	
Invoice User Information	• •	(1) 🔋	22WM0107-SEEMP	9897937	NK Container 1	BLZ	Initial approval (Existing ship) Part III	2022/07/26		Draft	2022/07/26 08:52	
			22WM0106-SEEMP	9976549	NK cargo	SAU	Initial approval (Existing ship) Part III	2022/07/26		Draft	2022/07/26 08:52	
			22WM0105-SEEMP	0000002	NK Tanker	PAN	Initial approval (Existing ship) Part III	2022/07/26	2018/01/01	Draft	2022/07/26 08:52	1
		Ŀ	22WM0052-SEEMP	9976549	NK cargo	SAU	Initial approval (Existing ship) Part III	2022/07/08		Settled	2022/07/20 11:51	
			22WM0093-SEEMP	9976549	NK cargo	PAN	Initial approval (Existing ship) Part III	2022/07/14		Draft	2022/07/14 17:10	
			22WM0094-SEEMP	0000000	123456	BLZ	Initial approval (Existing ship) Part III	2022/07/14	2018/01/01	Draft	2022/07/14 17:08	
			22WM0095-SEEMP	9897937	NK Container 1	BLZ	Initial approval (Existing ship) Part III	2022/07/14		Draft	2022/07/14 17:07	
			22WM0096-SEEMP	9343479	NK PCC	BRA	Initial approval (Existing ship)	2022/07/14		Draft	2022/07/14 17:06	
		Submit standard SEEM	IP III With this button,	you can su	bmit in batch the checked	d draft SEEMP Part III.						



In "Message" tab, comments from the auditor will be shown.
 Enter your reply and click "Send" button. If you are asked for additional documents, upload them and click "Send".

ClassNK MRV	Porta	Ver.2.3.6 - 2022/12/05 🚺 User's Guide 💽 Video Manual 😢 Inquiry				😃 Logou
Monitoring	× 🔇	SEEMP Ship : NK Container 1(9897937)		Back to list	Submit	Cancel
EU MP(Monitoring Plan)	~					
EU Emission Report		Project Particular Documents/COC Message 🗭				
SEEMP		WorkFlow Correspondence with shipowers / ship managem	ment company			
Generate standard SEEMP I	п	Status Received				
Apply for SEEMP approval * new items.	1	Last 2022/12/21 14:41 Update				
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Template download						
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<u>Sign in to ClassNK ZETA</u>		Regarding SEEMP Part IIs that was ap are no changes on particulars and met If you want to obtain the re-approval on n MEPC.346(78), we can re-approve it In this case, please let us know your in 2022/12/21 02:42 PM	pproved before 1 ethods, they don' of SEEMP Part II it. intention.	November 2022, i t need to be re-app ( updated as per Re ✓ Mark as )	f there proved. esolutio	



### **3. After approval**

### After approval by ClassNK (1/4)



# You will receive a notification email from ClassNK when approved Please click the approved SEEMP on "ALL SEEMP"

🎦 SEEMP List - 職場 - Microsoft	Edge			- 🗆 X						
https://eumrv06.shipdatacenter.com/portal/EUF08010.aspx     A <sup>№</sup> Q										
ClassNK MRV Portal [TRIAL] Ver.2.3.0 - 2022/07/25 User's Guide Video Manual Inquiry										
Monitoring * EU MP(Monitoring Plan) * EU Emission Report * SEEMP * Generate standard SEEMP III	IMO No.     Class No./Hull No.       Ship	Flag Status	Q     Registry date       Image: Complete date     Image: Complete date	□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □						
Apply for SEEMP approval *21 new items, ALL SEEMP Template download	Approval No. IMO No. Class No. Ship name	Flag Kin	d of Application Registry date	Showing records per page : 50 v 1 - 30 / 30						
IMO DCS Annual Report Y	22000109-SEEMP 9848998 NK LPG	Initi PAN (Exis Part	al approval sting ship) 2022/07/26 III 2022/07/26	Settled 2022/07/26 10:56						
User Information Y	22WM0108-SEEMP 9343479 9999999 NK PCC	Initi BRA (Exis Part	al approval sting ship) 2022/07/26 . III	Draft 2022/07/26 10:06						
	22WM0107-SEEMP 9897937 999999 NK Container 1	Initi BLZ (Exis Part	al approval sting ship) 2022/07/26 III	Draft 2022/07/26 08:52						
	22WM0106-SEEMP 9976549 123456 NK cargo	Initi SAU (Exis Part	al approval sting ship) 2022/07/26 III	Draft 2022/07/26 08:52						
	22WM0105-SEEMP 0000002 NK Tanker	Initi PAN (Exis Part	al approval sting ship) 2022/07/26 III	Draft 2022/07/26 08:52						
	22WM0052-SEEMP 9976549 123456 NK cargo	Initi SAU (Exis Part	al approval 2022/07/08 sting ship) 2022/07/20 III	Settled 2022/07/20 11:51						
	22WM0093-SEEMP 9976549 123456 NK cardo	Initi PAN (Exis	al approval sting ship) 2022/07/14	Draft 2022/07/14 17:10						

### After approval by ClassNK (2/4)



#### 1 Please go to "Document/COC" tab

https://eumv06.shipdatacenter.com/portal/EUF08100.aspx ClassNK MRV Portal [TRAL] Ver.2.0.0-2022/07/25 User's Guide Video Manual @ Inquiry ClassNK MRV Portal [TRAL] Ver.2.0.0-2022/07/25 User's Guide Video Manual @ Inquiry SEEMP Ship : NK	🕒 NK-EUMRV Verify   日本海事情	劦会 - 職場 - Microsoft Edge						_		$\times$	
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### After approval by ClassNK (3/4)

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# You can find the stamped SEEMP Part II and Part III and the COCs. Please download them.

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### After approval by ClassNK (4/4)



#### Please send the SEEMP Part II, III and the CoCs to the vessel and print/file them onboard



In accordance with the IMO ship Identification Number Scheme, adopted by the Organization by resolution A 1117(30)

SEEMP Part III-COC

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(SEEMP Part III)

General manager Marine GHG Certification Department Approval No. 22WM0109-SEEMP

[NK] Verified that this document contains the items of information required by regulation 26.3 of MARPOL Annex VI

NK LPG

IMO 9848998

SHIP DATA CENTER CO., LTD.

## (appendix) Template download tab



Regarding electronic files of SEEMP Part II(and Part III if necessary) that should be uploaded as per page 9, Excel templates of SEEMP Part II and/or Part III are available and can be downloaded on "SEEMP – Template download" tab.

Although Part III can be generated on the system as per page 7 and 8, if you'd like to describe the contents in more detail, please use one.

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## (appendix) Template download tab

## **ClassNK**

#### The templates in Excel format





#### This is a SEEMP Part II template.

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# Contact

# ClassNK Marine GHG Certification Dept. ClassNK MRV Portal Support Desk

# Tel: +81-3-5226-3025 e-mail: <u>mrvsupport@classnk.or.jp</u>