

**CERTIFICATE OF DOCUMENTATION RENEWAL DELAYS  
TEMPORARY GUIDANCE FOR D11S VEs**

Ref : Marine Safety Information Bulletin (MSIB) 03-19, issued March 11, 2019

The National Vessel Documentation Center (NVDC) is experiencing significant processing delays in processing Certificate of Documentation (COD) applications. The Coast Guard recognizes the need to minimize the effect of these NVDC processing delays. As a result, the US Coast Guard has recently issued Marine Safety Information Bulletin 03-19

MSIB 03/19 announced the following policy with regard to recreational vessels:

Recreational Vessels (Recreation Endorsement): Vessel(s) with an expired COD that actively engage in recreational use shall not be subject to COD related enforcement action, provided the vessel owner can present evidence that the renewal application was submitted to the NVDC.

The above policy has an effect on how the Vessel Examiner regards the requirements of With regard to Item 2 . Documentation, on the Vessel Safety Check (VSC) Form ANSC 7012. Until otherwise directed, or this recently announced policy is rescinded, , Vessel Examiners shall mark Item 2 . Documentation Yes if either of the following situations is encountered during a Vessel Examination:

- a. A current, original COD for the vessel being examined is on board.
- b. In the absence of the existence of a current COD for a previously documented vessel, the Vessel Examiner may accept evidence that shows proper renewal documentation has been submitted to the NVDC. These documents may include either of:
  1. A page printed from the NVDC web site showing that there is a work packet in work for a previously documented vessel.
  2. Copies of forms previously submitted to the NVDC requesting renewal action, along with proof of payment.

Absent either the current paperwork as described in a. and b. above, Item 2 . Documentation shall be checked No.

With regard to sub-paragraph b. above:

- After the replacement COD is issued it must be retained on board, and the items described in sub-paragraph b. above are no longer germane.
- Verification of an NVDC work packet can be accomplished through the NVDC web site:
  - Google NVDC
  - Click on the NVDC URL; <https://www.dco.uscg.mil/Our-Organization/Deputy-for-Operations-Policy-and-Capabilities-DCO-D/National-Vessel-Documentation-Center/>
  - At the left of the NVDC Home Page click on Paperwork Status Inquiry+
  - Under the Background title click on the Paperwork Status Inquiry+link.
  - Click on OK+in the pop-up window that will immediately follow
  - Click on Work Packet Search+(second from left in the blue bar at the top of the page)
  - Enter the Official Number+or the HIN+and click on Search+
  - If an NVDC accepted Work Packet exists, the screen will show a listing for the vessel of interest. Click on the View Details+link
- To use this policy exception the vessel must have been previously Documented; i.e., if the Work Item Type on the Work Packet Details sheet says Initial Application, the vessel does not fall within the guidelines of the policy stated in MSIB 03-19, and the original current COID must be on board.

Per prior guidance from the NVDC, a Travel Letter+issued by a commercial company assisting in the Documentation process should not be accepted. (See the fourth paragraph under Third Party Awareness+listed on the NVDC web site home page.)

Attachments:

- Figure 1 . Example initial application Work Packet
- Figure 2 . Sample renewal Work Packet
- MSIB 03-19

## Figure 1 – NVDC Work Packet Inquiry Status – Initial Issue COD

### NVDC Work Packet Inquiry Status

**Official Number:** 1290577

**Vessel Name:** BILLY GOAT

**HIN:** OQL30016C819

**Hull Number:**

**Work Item Type:** Initial Application

**File Date:** Wednesday, October 3, 2018

**Work Item Received By:** Mail

**Last Update:**

Saturday, March 30, 2019

Data updated nightly. Your paperwork may have been received, but not yet scanned into the system.  
If your query returns no data, please check back again tomorrow.

To check current Case Processing Dates visit the NVDC Home Page.  
The "NVDC Case Processing Dates" are located at the bottom of the page. Please click [here](#) to be redirected.

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and may be punishable under the Computer Fraud and Abuse Act of 1986  
and the National Information Infrastructure Protection Act.*

## Figure 2 – NVDC Work Packet Inquiry Status – Renewed COD

### NVDC Work Packet Inquiry Status

**Official Number:** 993940

**Vessel Name:** CATION

**HIN:**

**Hull Number:** HUNTO179J293

**Work Item Type:** Reinstatement

**File Date:** Wednesday, February 20, 2019

**Work Item Received By:** Mail

**Last Update:**

Saturday, March 30, 2019

Data updated nightly. Your paperwork may have been received, but not yet scanned into the system.  
If your query returns no data, please check back again tomorrow.

To check current Case Processing Dates visit the NVDC Home Page.  
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# Marine Safety Information Bulletin

Commandant  
U.S. Coast Guard  
Commercial Vessel Compliance (CG-CVC)  
2703 Martin Luther King Jr Ave SE, STOP 7501  
Washington, DC 20593-7501

MSIB Number: 03-19  
Date: 03/11/2019  
Contact: CDR J. Hnatow  
Phone: (202) 372-1215  
E-Mail: [FlagStateControl@uscg.mil](mailto:FlagStateControl@uscg.mil)

## Certificate of Documentation (COD) Guidance

The National Vessel Documentation Center (NVDC) is experiencing delays in the time necessary to issue a Certificate of Documentation (COD). The Coast Guard recognizes the need to minimize the effect on the maritime community of NVDC delays as a result of an office closure or other events. The following guidance is provided:

**Vessels Engaged on Domestic Voyages Only (Coastwise/Fisheries):** Vessel(s) with an **expired COD** may continue to operate domestically on the previously issued trade endorsements provided a renewal application has been submitted to the NVDC. Vessel owners should be prepared to present evidence, upon request, to the Officer in Charge, Marine Inspection (OCMI) or the Office of Commercial Vessel Compliance (CG-CVC), that a renewal application was submitted. **(Steve ...For UPV's we can sticker with proof)**

**New Construction/Initial Certification (All Trade Endorsements):** In accordance with the Marine Safety Manual, Vol. II, an initial COI may be completed before the COD is issued provided the NVDC has received the application for documentation. Vessel representatives should be prepared to present evidence that the application was submitted to the NVDC to the OCMI.

**Engaged on International Voyage (Registry Endorsement):** Vessel(s) with an expired COD that actively engage on international voyages and are subject to Port State Control may request a letter from CG-CVC for continued operation. Requests for a letter confirming vessel registry by the United States should be sent to [FlagStateControl@uscg.mil](mailto:FlagStateControl@uscg.mil) and include objective evidence that a renewal application has been submitted to the NVDC.

**Recreational Vessels (Recreational Endorsement):** Vessel(s) with an **expired COD** that actively engage in recreational use **shall not be subject to COD related enforcement action**, provided the vessel owner can present evidence that the renewal application was submitted to the NVDC.

- A [list of cognizant OCMI / COTP contacts](#) is available on the Office of Commercial Vessel Compliance webpage.

*This release has been issued for public information and notification purposes only.*