



Office of  
Deputy Commissioner  
of Maritime Affairs

THE REPUBLIC OF LIBERIA  
LIBERIA MARITIME AUTHORITY

Marine Notice

**RAD-008**  
**06/12**

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**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF  
MERCHANT SHIPS, AND AUTHORIZED CLASSIFICATION SOCIETIES**

**SUBJECT: GMDSS Radio Logbooks**

**Reference: (a) Maritime Regulations 6.180 and 10.296(2)(c)  
(b) SOLAS 74, as amended, Chap IV, Regulation 17**

**Supersedes: Marine Notice RAD-008, dated 01/00**

**PURPOSE:**

This Notice establishes the requirement that a record be kept "of all incidents connected with the radio communication service which appear to be of importance to safety of life at sea."

**APPLICABILITY:**

This Notice applies to all Liberian flag vessels equipped with GMDSS ship radio stations.

**REQUIREMENTS:**

**1.0 Regulations**

The Liberian Administration requires this record, to be known as the GMDSS Radio Logbook, to be kept on the navigation bridge, convenient to the radio installation and made available for inspection by Radio Surveyors and other authorized personnel.

**2.0 Composition**

The logbook is to be comprised of three sections:

**2.1 Section (A) - particulars of Ship:**

- .1 ship's name,
- .2 call sign and official number,
- .3 port of registry,
- .4 gross tonnage,
- .5 IMO number,
- .6 sea areas in which ship is authorized to sail,
- .7 date of expiration of current Safety Radio Certificate,

- .8 date of expiration of current Ship Radio Station License,
- .9 method(s) used to ensure availability of radio facilities;
  - .1 duplication of equipment,
  - .2 shore-based maintenance-giving details of name and address of Service Company,
  - .3 At-sea maintenance capabilities,
- .10 name and address of owner, manager or agent.

2.2 Section (B) - details of radio personnel:

- .1 name(s),
- .2 dates on board,
- .3 certificate number(s),
- .4 class of certificate(s),
- .5 name of person designated for radio communications during emergencies,
- .6 name of person nominated to carry out appropriate tests, checks and log entries,

2.3 Section (C) - record of communications.

- .1 The GMDSS radio logbook will record the following as they occur, together with the time of occurrence:
  - .1 a summary of communications relating to distress, urgency and safety traffic;
  - .2 a record of important incidents connected with the radio service; and
  - .3 where appropriate, the position of the ship at least once a day.
- .2 The Master will inspect and sign each day's entries in the GMDSS Radio Logbook.
- .3 An example of a GMDSS record of communications is included as Appendix A.

**3.0 Records Retention**

- 3.1 At the termination of each voyage, or not less frequently than semi-annually, the logs shall be forwarded to the shipowner and/or operator. All such logs shall be retained for a period of at least two (2) years from the date of receipt. In the event of a casualty occurring during a voyage covered by such log books, they shall be retained for so long as instructed by the Administration.
- 3.2 If logbooks containing printed spaces for the information in Sections (A) and (B) are not available, the required information may be typed on a separate sheet of paper and attached to the inside front cover of a conventional logbook as an addendum.

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APPENDIX A  
GMDSS LOG

Vessel Name: \_\_\_\_\_ Call Sign \_\_\_\_\_ IMO No. \_\_\_\_\_

| DATE/TIME | FROM | TO | SUMMARY | Freq/CH |
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