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Circular nr. E2.2026.ΔΠΑΘ

To the Cyprus Shipping Agents Association

To Terminal Operators and Port Facility Operators, Shipowners, Ship Managers, Masters, Shipping Agents, Providers of Pilotage and Towage Services

SUBJECT: Change of Vessel Name or Port of Registry

The Cyprus Ports Authority (hereinafter referred to as "the Authority"), in the exercise of the powers conferred upon it under the Cyprus Ports Authority (Operation of Port Areas) Order of 2016 (K.D.P. 373/2016), as amended or replaced from time to time, and having regard to paragraphs 3 and 123 thereof, wishes to remind all recipients of the requirements applicable to works involving the change and/or repainting of a vessel's name or port of registry, as well as related works carried out within port areas under the Authority's control.

The purpose of this Circular is to ensure the safe execution of such works, as well as the uninterrupted validity of all required certificates and insurance cover of the vessel throughout the duration of its stay within a Port Area.

For the purposes of this Circular, the term "Responsible Person" means, as the case may be, the Master, the operator of the vessel or the vessel's shipping agent.

1. No work shall commence without the prior approval of the Authority. The relevant request shall be submitted by the Responsible Person at least 2 (two) working days prior to the scheduled commencement of the works and shall be accompanied by all required certificates, plans and any other supporting documents.

These works include, among others:

- Change and/or repainting of the vessel's name;
- Change and/or repainting of the vessel's port of registry;
- Work at height;
- Underwater or diving operations; and
- Any other related works.

2. Prior to the commencement of the works, the following shall be submitted, as applicable:

- Risk Assessment;
- Method Statement;
- Material Safety Data Sheets (MSDS);
- plans, certificates or other documents relating to the specific works.

The Authority reserves the right to request additional documents or information at any time, where it considers this necessary.

Underwater inspections and diving operations shall only be carried out by companies licensed by the Authority.

3. The Responsible Person shall ensure that all certificates and other documents required to be uploaded to the Port Community System (PCS) remain valid throughout the vessel's stay within a port area.

Particular attention shall be paid to ensuring that the vessel's insurance cover remains continuously valid without any interruption, in accordance with the Merchant Shipping (Shipowners' Insurance for Maritime Claims) Law of 2012.

In the event of any change to the vessel's name, port of registry, ownership, management or any other particulars affecting the validity of the relevant certificates or documents, the Responsible Person shall ensure their timely issuance, renewal, replacement or upload to the PCS.

It is recalled that, in accordance with the provisions of the applicable legislation, the operator of the vessel is required to maintain the prescribed insurance cover and the relevant certificates in force.

4. The Authority reserves the right to carry out inspections and audits, impose conditions or restrictions, and suspend, amend or revoke any approval or permit granted, where it considers this necessary.

Failure to comply with the requirements of this Circular may result in the refusal to grant an approval or permit, the suspension or revocation of an approval or permit, or the adoption of any other measure provided for under the applicable legislation.

CYPRUS PORTS AUTHORITY

10 August 2026

Cc. : Shipping Deputy Ministry
: Department of Fisheries and Marine Research
: Department of Environment
: Limassol Port Management
: Larnaca Port Management