

CIRCULAR	Circular No. 017 (Amended)
SUBJECT	Insurance Provider Approval, Fraud Response and Reliance by Recognized Organizations
FROM	Office of the Maritime Administrator, Vanuatu International Shipping Registry
TO	All shipowners, managers, insurers, P&I providers, Recognized Organizations, Special Agents and Registry staff
AMENDMENT DATE	20 August 2026
EFFECTIVE DATE	Upon publication
STATUS	Version 2.0 - Supersedes the prior version of Circular No. 017

Authority and legal status. This Circular is issued by the Maritime Administrator under the functions and powers conferred by the Maritime Act [CAP 131], as amended by the Maritime (Amendment) Act No. 21 of 2025, including section 10C where applicable, and any additional written authority lawfully applicable to the subject. It shall be read with applicable mandatory IMO instruments and controlled VISR policies. It does not convert a direct statutory power into a delegated power, transfer a function assigned by law to another State entity, or amend any valid appointment, concession or other governing instrument.

Related controlled policies: VISR-QMS-POL-REG-003 - Regulatory Monitoring, Legislative Change and Administrative Decisions Policy; VISR-QMS-POL-REC-005 - Document and Records Control, Retention and IMSAS Evidence Management Policy; VISR-QMS-POL-CI-002 - IMSAS Compliance, Internal Audit, Corrective Action and Continual Improvement Policy.

1. Approval requirement

An insurer, P&I provider or financial-security guarantor may be relied upon for Registry or statutory purposes only where accepted under the VISR Insurance Providers Approval Policy or specifically approved in writing for the relevant vessel and risk.

2. Due diligence criteria

- Legal status, licensing, regulatory supervision, ownership, management, financial strength, reinsurance, claims record and ability to respond internationally.
- Sanctions, adverse media, fraud, insolvency, cancellation history, shell-company indicators, unverifiable addresses or websites and conflicts of interest.
- Authenticity of policies, Blue Cards, guarantees, certificates, signatures, electronic domains and contact persons.
- Capacity to provide direct confirmation and timely notice of cancellation or material change.

3. RO and stakeholder duties

- ROs must not issue or recommend statutory certification on the basis of an unverified or unapproved provider where insurance or financial security is a prerequisite.
- Owners and Special Agents must disclose any rejection, cancellation, claim dispute, regulatory action or change in provider.
- No person may represent that inclusion on a provisional list is permanent approval or that VISR guarantees an insurer's solvency or performance.
- Suspected forged insurance documentation must be preserved and reported immediately.

4. Administrative action

VISR may grant conditional approval, require additional security, restrict new business, suspend or withdraw approval and direct replacement cover. Such action may apply prospectively or immediately where fraud, sanctions, insolvency or loss of required security creates material risk.

Compliance records and communications

All applications, approvals, notices, reports, evidence, decisions, acknowledgements and corrective-action records required by this Circular must be transmitted through an official VISR channel and retained in the controlled Registry file in accordance with the VISR records policy. Communications from unverified domains or persons without written authority must not be relied upon.

Official contact: technical@register-vu.com. Urgent safety, casualty, sanctions or fraud matters must also be copied to info@register-vu.com and reported without delay.

Enforcement, reasons and reconsideration

Non-compliance may result in enhanced inspection, corrective-action requirements, service restrictions, suspension, administrative penalties, withdrawal or revocation of documents, or deletion from the Registry, to the extent authorized by law and the applicable written authority. Except where immediate protective action is necessary for safety, security, sanctions compliance, documentary integrity or preservation of evidence, an affected person will be notified of the material grounds and given a reasonable opportunity to respond. A request for reconsideration must be submitted in writing to the Office of the Maritime Administrator with supporting evidence within ten business days of the written decision, unless a shorter period is stated because of an urgent risk.



Supersession and effective application

This amended Circular supersedes the prior version of Circular No. 017 from the effective date stated above. Existing obligations, liabilities, investigations, fees and corrective actions arising under the prior version remain enforceable to the extent lawfully incurred and are to be administered under the clearer procedures stated in this amended version. If this Circular conflicts with a later Act, regulation or controlled VISR policy, the higher or later instrument prevails and the Circular shall be updated through document control.

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Vanuatu International Shipping Registry

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