



SÃO TOMÉ AND PRÍNCIPE INTERNATIONAL SHIP REGISTRY

MARINE CIRCULAR MC-2022-002



To: Designated Registrars, Shipowners, Operators, Companies, Masters of Sao Tome and Principe-registered vessels, Recognized Organizations, and Maritime Radio Service Companies

Subject: Registration, Recognition, and Supervision of Maritime Radio Accounting Authorities (RAA) for Sao Tome and Principe-registered vessels

1. Purpose

1.1 This Circular explains the procedures adopted by the Sao Tome and Principe International Ship Registry (STPIR), (hereinafter referred to as the Administration), for the authorization and registration of Radio Accounting Authorities.

2. General

2.1 All ships flying the Sao Tome and Principe flag and entitled to establish communications with coast stations or coast earth stations worldwide and shall have a valid contract with a radio service company with a valid Accounting Authority Identification Code (AAIC). A Radio Accounting Authority acts as a billing intermediary between the maritime mobile station on board and service providers.

2.2 Under International regulations, it is mandatory that all International maritime radio traffic charges for radiocommunications from ship to shore, both terrestrial and satellite, shall be settled by the authorized/registered Radio Accounting Authority, which has a legal contract with the company or the shipowners or managers.

2.3 A Radio Accounting Authority must be registered with an Administration and subject to a periodic review by the Administration or its national regulatory body on each accounting authority's financial position and effectiveness.

2.4 An Administration that accepts an accounting authority outside its own country for maritime mobile stations under its flag, is responsible for notifying the ITU of this fact and of the Accounting Authority Identification Code (AAIC) allocated to that accounting authority.

2.5 The registering Administration should notify through an official email to the Radiocommunication Bureau:

International Communications Union (ITU)
Bureau des radiocommunications (BR)
Place des Nations
CH-1211 Genève 20
Suisse
Email: brmail@itu.int

of the name(s) and address(es) of the accounting authority(ies) with their respective identification codes; as well as, when applicable, the date of cancellation of the registration.

2.6 ITU's Radio Regulations (RR), when referring to charging and accounting for maritime radiocommunications (RR Article 58), states that all provisions of the International Telecommunications Regulations shall apply, considering ITU-T Recommendations.

3. Requirements for Radio Accounting Authorities

- 3.1 As per the ITU-T Recommendation D.90, the number of Radio Accounting Authorities shall be limited to 25. These companies shall comply with the recommendations established by the ITU with regards to management, invoicing, reporting, international accounting, and cancellations of accounts. As such, all RAAs approved by STPIR must continuously operate in accordance with the relevant ITU Regulations and Recommendations as well as national legislation.
- 3.2 Every Radio Accounting Authority that desires to obtain approval from STPIR to act as a billing intermediary between the maritime mobile station and service providers shall present a formal request for approval.
- 3.3 The Application for the registration shall be submitted to STPIR and it must contain the following information:
- (a) general data;
 - (b) address;
 - (c) phone number;
 - (d) e-mail;
 - (e) name and position of the person making the application;
 - (f) a copy of the ID of the person making the application;
 - (g) ITU Registration Code; and
 - (h) an affidavit to the effect that the applicant is familiar with and accepts the provisions of ITU-T Recommendation D.90 and have not violated any ITU Regulations or Recommendations in the past.
- 3.4 In the case of a Radio Accounting Authorities in charge of accounting registered in a foreign country, the applicant must submit a copy of the license or authorization that demonstrates that it is duly registered as the Radio Accounting Authority in charge of the accounting in the country of origin or jurisdiction.
- 3.5 In the case of foreign companies that do not have the recognition and registration as a Radio Accounting Authority in charge of accounting of the Maritime Mobile Radio communication services, they must prove their authorization to operate commercially in the country of origin.
- 3.6 In the case of the Radio Accounting Authorities that oversee international accountings, they must also submit supporting documentation that they deem appropriate which will accredit their experience such as:
- (a) Years of experience in the radio communication field;
 - (b) ITU Registration Code;
 - (c) A list of at least three (5) vessels or ships, that have contracted their representation services in the last year;
 - (d) Any other documentation that is considered to provide relevant information regarding the experience in the field of Maritime Radio communications;
 - (e) e) Where appropriate, a list of the ships under the STP flag that have currently contracted their representation services; and
 - (f) Financial statements that attest to their financial solvency; however, this requirement may be waived if the Company which applies for authorization as Radio Accounting Authority demonstrates that has been continuously operating for the last 10 years.

4. Approval of Radio Accounting Authorities

- 4.1 The approval granted by the Administration shall be in a written form, based on the conditions the applicant will abide by the requirements it has signed upon when submitting the application for authorization.
- 4.2 Where the Administration refuses an application based on the objective criteria set out for the authorization and/or registration of Radio Accounting Authorities, the applicant shall be advised of the refusal in writing.
- 4.3 The authorization, if granted, to operate as an RAA on behalf of the STPIR shall remain valid for two (2) years.
- 4.4 STPIR reserves the right to revoke authorizations in cases of non-compliance with the terms of authorization or inactivity.
- 4.5 In case of any revocation, the administration shall provide written notice to the Radio Accounting Authority concerned stating the reasons for the revocation. Upon the revocation, the Administration shall also remove the name of the RAA from the list of approved RAAs and notify the ITU accordingly.

5. Supervision

- 5.1 In order to ensure compliance with the applicable regulations and terms of service, the STPIR may, if deemed necessary by circumstances, conduct audits of the approved Radio Accounting Authorities. These audits will be arranged on a mutually agreed schedule and manner.
- 5.2 Every Radio Accounting Authority approved by STPIR must submit an annual report containing information on the vessels with which has entered a representation and management contract, their management companies, as well as the status of their accounts.

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