

## USER GUIDANCE ON THE SHIP FUEL OIL CONSUMPTION GISIS MODULE (IMO SHIP FUEL OIL CONSUMPTION DATABASE)

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## **General information on the IMO Ship Fuel Oil Consumption Database**

1 The Marine Environment Protection Committee at its seventieth session (MEPC 70) adopted, by resolution MEPC.278(70), the amendments to MARPOL Annex VI related to the data collection system for fuel oil consumption of ships, which entered into force on 1 March 2018.

2 Regulation 22A of MARPOL Annex VI requests the establishment of the IMO Ship Fuel Oil Consumption Database (hereafter "the Database"), which shall be undertaken and managed by the Secretary-General of the Organization, pursuant to guidelines to be developed by the Organization.

3 In addition, regulation 22A.11 of MARPOL Annex VI stipulates that the Secretary-General of the Organization shall maintain an anonymized Database such that identification of a specific ship will not be possible and Parties to MARPOL Annex VI shall have access to the anonymized data strictly for their analysis and consideration.

4 In this regard, MEPC 71 adopted, by resolution MEPC.293(71), the *2017 Guidelines for the development and management of the IMO Ship Fuel Oil Consumption Database* (hereafter "the 2017 Database Guidelines"). The 2017 Database Guidelines, in its paragraph 1.4, identifies that the Database will be developed as a module within the Global Integrated Shipping Information System (GISIS) platform, with the integrated IMO Web Accounts framework to manage secure access to the module.

5 In addition, MEPC 71 approved MEPC.1/Circ.871 on *Submission of data to the IMO data collection system of fuel oil consumption of ships from a State not Party to MARPOL Annex VI*.

6 Taking the above into consideration, the Database has been developed as a new module in the GISIS platform with the following general functionalities:

- .1 designation of a contact person for the purpose of the Database;
- .2 submission of data to the Database by Member States and recognized organizations;
- .3 authorization of a recognized organization for submission of data;
- .4 access to non-anonymized data of ships flying its flag and download the anonymized dataset; and
- .5 import of the data submitted by the Extensible Markup Language (XML) format.

7 This document provides guidance for users on how to log into the Database and what actions are needed related to paragraphs 6.1 to 6.5 above.

8 Member Governments are invited to note that operative paragraph 4 of resolution MEPC.278(70) invites Parties to MARPOL Annex VI to consider the application of the aforementioned amendments to MARPOL Annex VI as soon as possible to ships entitled to fly their flag.

9 In this context, MEPC 70 agreed that any data submitted under paragraph 8 would not form part of any analysis, but were intended solely to facilitate preparations for the implementation of the new requirements.

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APPENDIX 1

**GUIDANCE FOR PARTIES TO MARPOL ANNEX VI**

- 1 Assignment of a ship fuel oil consumption module manager(s) and user(s) by the GISIS administrator

In order for users to view the "Ship Fuel Oil Consumption" module in GISIS, and to enable users to access the Database thereafter, the GISIS administrator, who normally administers all GISIS modules, is requested to assign the following role(s) for each individual accordingly (see below for the definition of their different access rights):

- .1 Ship Fuel Oil Consumption manager(s) (hereafter "the module manager"); and,
- .2 if necessary, Ship Fuel Oil Consumption user(s) (hereafter "the module user(s)").

After this assignment has been done, then the module will be visible for the person(s) assigned.

**User Roles**

**GISIS modules**

- Ship Fuel Oil Consumption manager ⓘ
- Ship Fuel Oil Consumption user ⓘ

The module manager(s) can:

- .1 designate a contact person;
- .2 submit the data to the Database and edit the data submitted for ships flying its flag;
- .3 authorize recognized organization(s) for submission of data;
- .4 access to non-anonymized data of ships flying its flag; and
- .5 download the anonymized dataset.

The module user(s) can:

- .1 access read-only information on the contact person, data submitted, authorized recognized organization(s), non-anonymized data of ships flying its flag; and
- .2 download the anonymized dataset.

2 Accessing the Database and designating a contact person

In order to access the Database, after logging into GISIS, click on the "Ship Fuel Oil Consumption" module with the icon shown on the right.



Ship Fuel Oil Consumption  
Mandatory reporting of fuel oil consumption by ships.

When the module manager first logs into the Database, they are requested to designate a contact person for the purposes of the Database who is responsible for communication with the Secretariat if any matter arises with regard to the submission of data by the respective Administration.

It is recommended to fill in the contact details of the module manager as the designated contact person.

IMCO INTERNATIONAL MARITIME ORGANIZATION GISIS: Ship Fuel Oil Consumption

Members Area > Ship Fuel Oil Consumption > Contact person

Consumption Records | Contact Person | Recognized Organizations

Please provide a contact person on this page for

Contact Person /

The Administration should designate a contact person for the purposes of the database who is MEPC.293(71) on 2017 Guidelines for the development and management of the IMO Ship fuel

No contact details available.

Add contact

IMCO INTERNATIONAL MARITIME ORGANIZATION GISIS: Ship Fuel Oil Consumption

Members Area > Ship Fuel Oil Consumption > Contact person

Consumption Records | Contact Person | Recognized Organizations

Contact Person /

The Administration should designate a contact person for the purposes of the database who is responsible for communication with the Secretariat if any matter arises with regard to the submission of data by the respective Administration.

Title:

First name:  \*

Last name:  \*

Telephone:  \*

E-mail:  \*

Cancel Submit

Click "Submit" when done

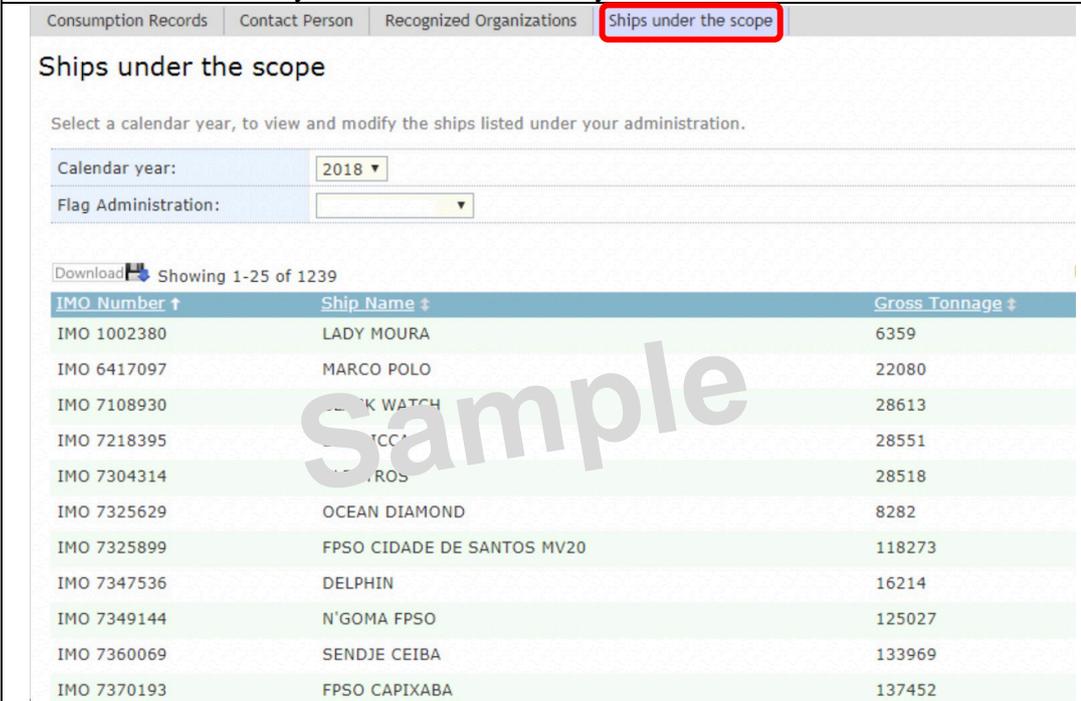
### 3 List of ships falling under the scope of the data collection system

In accordance with paragraphs 5.1 and 5.2 of the *2017 Guidelines for the development and management of the IMO Ship Fuel Oil Consumption Database* (resolution MEPC.293(71)), the Secretariat should:

- .1 at the beginning of each calendar year, produce a list of ships falling under the scope of regulation 22A of MARPOL Annex VI by cross-referencing with the data from the Ship Particular module of GISIS; and
- .2 send the aforementioned list of ships to the Administration for reference, in order to receive feedback in case of any discrepancies.

For this purpose, the aforementioned list of ships for each Administration of Parties to MARPOL Annex VI is available in the Ship Fuel Oil Consumption module.

Click "Ships under the scope". Then all ships expected to fall under the scope of the Data Collection System for the calendar year are shown.

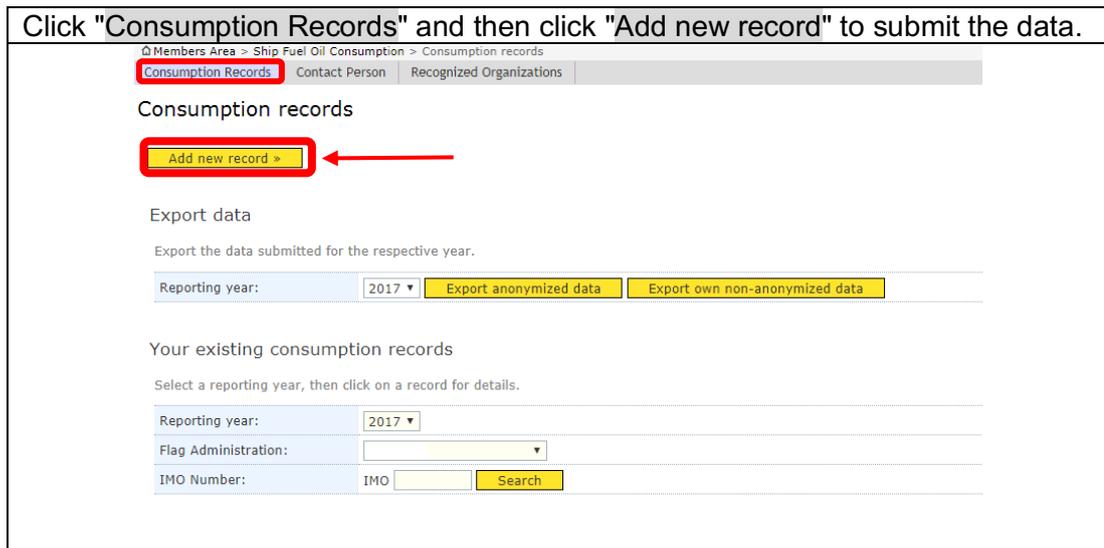


IMO Number ↑	Ship Name ↓	Gross Tonnage †
IMO 1002380	LADY MOURA	6359
IMO 6417097	MARCO POLO	22080
IMO 7108930	...K WATCH	28613
IMO 7218395	...TCCA	28551
IMO 7304314	...ROS	28518
IMO 7325629	OCEAN DIAMOND	8282
IMO 7325899	FPSO CIDADE DE SANTOS MV20	118273
IMO 7347536	DELPHIN	16214
IMO 7349144	N'GOMA FPSO	125027
IMO 7360069	SENDJE CEIBA	133969
IMO 7370193	FPSO CAPIXABA	137452

In case a ship is either exempted under Chapter 4 of MARPOL Annex VI or the Party interprets that it falls outside the scope of the Data Collection System, the module manager should contact the Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) to inform them of the discrepancies.

4 Submission of data and revision of the data already submitted

Click "Consumption Records" and then click "Add new record" to submit the data.



Members Area > Ship Fuel Oil Consumption > Consumption records

**Consumption Records** | Contact Person | Recognized Organizations

### Consumption records

**Add new record >**

#### Export data

Export the data submitted for the respective year.

Reporting year: 2017 | Export anonymized data | Export own non-anonymized data

#### Your existing consumption records

Select a reporting year, then click on a record for details.

Reporting year: 2017

Flag Administration: [dropdown]

IMO Number: IMO [input] Search

Input the data of a ship then click "Submit".

Consumption Records | Contact Person | Recognized Organizations

### Consumption record

Reporting year: 2017  
 Start date: 2017-01-01  
 End date: 2017-12-31

Select "Reporting year", "Start date" and "End date".

### Ship Particulars

Flag Administration:   
 Party to MARPOL Annex VI: Yes  
 IMO Number: IMO

Enter the IMO number of the ship, then click "Populate ship particulars".  
 Relevant ship particulars will be populated from the GISIS Ship and Company Particulars module.

Ship type: -- Please select --  
 Gross tonnage:   
 Net tonnage:   
 Deadweight tonnage:   
 Main propulsion power output:   kW  
 Auxiliary engine(s) power output:   kW  
 EEDI:   
 Ice class:

Select the ship type. If the ship type is not in Regulation 2, selecting "Other" reveals a new text entry box to use.  
 The information symbol shows an explanation of Regulation 2 ship types.

### Consumption Data

Distance travelled:  NM  
 Hours underway:  hours

Consumption:

Fuel oil type: -- Please select --  
 Quantity:  metric tonnes  
 Data collection method: -- Please select --

After adding fuel oil consumption data, click "Add consumption data".  
 If the ship has two or more fuel oil types, then add the data one-by-one.

Click "Submit" when done

After the submission, the summary of data submitted is shown on the "Consumption Records" page.

This summary includes not only data submitted by the Administration but also data submitted by authorized recognized organizations, if applicable.

IMO Number ↑	Ship type †	Distance travelled (NM) †	Hours underway (hours) †	Fuel oil consumption total (metric tonnes) †
IMO <input type="text"/>	Others	12	23	1234
IMO <input type="text"/>	Cruise passenger ship	5000	300	5000
IMO <input type="text"/>	Cruise passenger ship	3456	345	68

5 Authorization of a recognized organization for submission of data

Click "Recognized Organization".

Members Area > Ship Fuel Oil Consumption > Recognized organizations

Consumption Records Contact Person **Recognized Organizations**

## Recognized Organizations /

Under the data collection system for fuel oil consumption of ships, as specified in MARPOL Annex V organization(s) from the following list. These organizations may perform, inter alia, the following a

- submit the data for ships flying your flag;
- designate a contact point responsible for communication with the IMO Secretariat if any technical matter arises with regard to the submission of data; and
- have access to non-anonymized data submitted by this organization.

### Authorized Recognized Organizations

No organizations have been authorized.

### Available Recognized Organizations

Select an organization to give them authorization to submit data on your behalf to this module.

Recognized Organization
African International Register (AIR)
American Bureau of Shipping (ABS)
ASIA CLASSIFICATION ACS (ACS)
ASIA Classification Society - ASIA (ASIA)
Associated Consultants Bureau Ltd. (ACB)
Belgian Marine Inspection Service (BMIS)
Belize Maritime Bureau Inc. (BMB)

All recognized organizations registered in the GISIS Recognized Organizations module are shown.

Click a recognized organization from the list and click "Authorize Organization".

Recognized Organization

Authorizing **American Bureau of Shipping (ABS)** will allow them to carry out the following actions, inter alia, in relation with the submission of data:

- submit the data for ships flying your flag;
- designate a contact point responsible for communication with the IMO Secretariat if any technical matter arises with regard to the submission of data; and
- have access to non-anonymized data submitted by this organization.

**Authorize Organization** Cancel

Then the authorized recognized organization is shown on the screen.

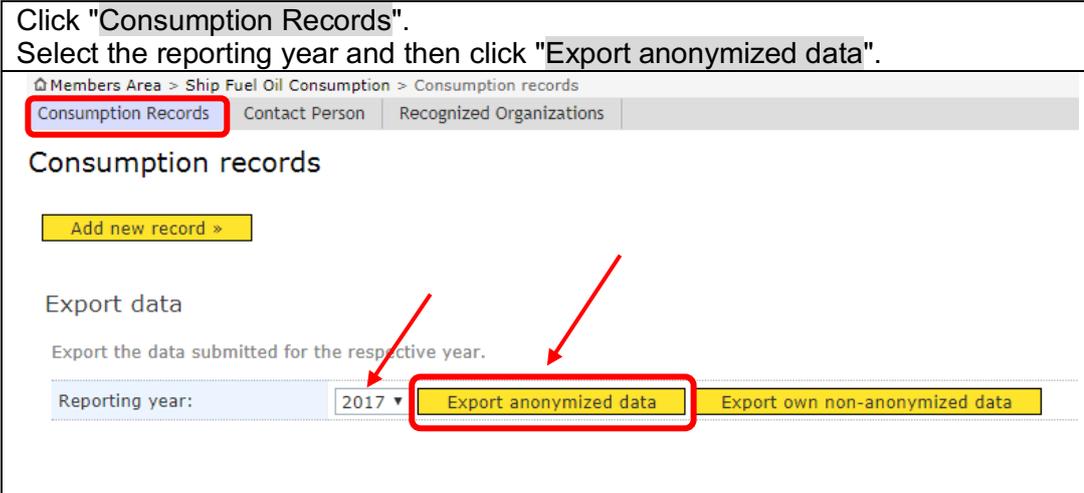
The screenshot shows a web interface with a navigation bar at the top containing 'Consumption Records', 'Contact Person', and 'Recognized Organizations'. Below the navigation bar, a green notification box states: '✓ American Bureau of Shipping (ABS) has been authorized.' The main heading is 'Recognized Organizations'. Below this, a paragraph explains the data collection system for fuel oil consumption of ships under MARPOL Annex VI. A bulleted list follows: 'submit the data for ships flying your flag;', 'designate a contact point responsible for communication with the IMO Secretariat if any technical;', and 'have access to non-anonymized data submitted by this organization.' The section 'Authorized Recognized Organizations' contains a table with one entry: 'Recognized Organization' (header) and 'American Bureau of Shipping (ABS)' (value), which is highlighted with a red box. Below this is the 'Available Recognized Organizations' section, which includes a list of organizations: 'African International Register (AIR)', 'ASIA CLASSIFICATION ACS (ACS)', and 'ASIA Classification Society - ASIA (ASIA)'.

If you need to terminate the authorization, click the recognized organization and then click "Deauthorize Organization".

The screenshot shows a modal dialog box titled 'Recognized Organization'. The text inside reads: 'Deauthorizing American Bureau of Shipping (ABS) will stop them from carrying out any actions in relation with the submission of data.' A red arrow points from the text to the 'Deauthorize Organization' button. The dialog box has a close button in the top right corner and two buttons at the bottom: 'Deauthorize Organization' (highlighted with a red box) and 'Cancel'.

6 Export of anonymized dataset

Click "Consumption Records".  
Select the reporting year and then click "Export anonymized data".

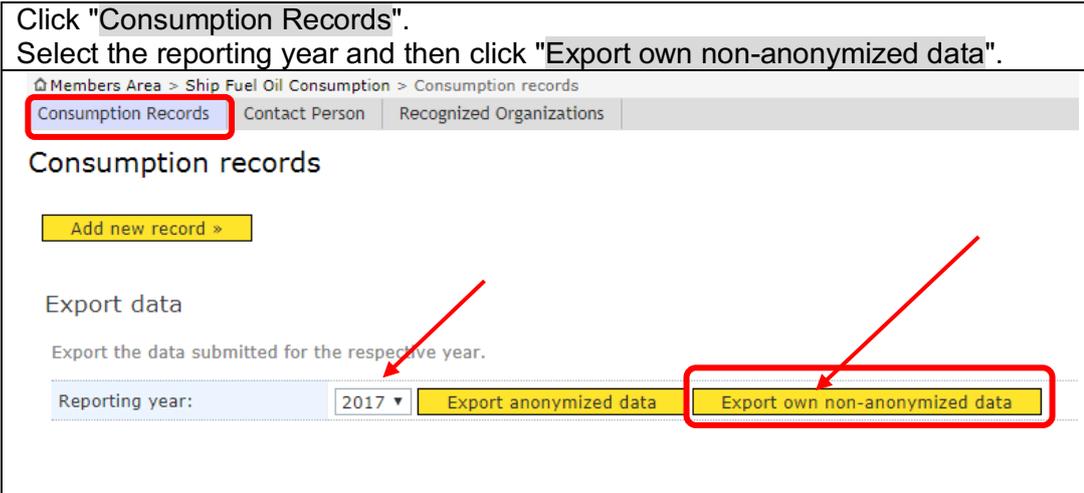


The screenshot shows a web interface for 'Consumption records'. At the top, there is a breadcrumb trail: 'Members Area > Ship Fuel Oil Consumption > Consumption records'. Below this is a navigation bar with three tabs: 'Consumption Records' (highlighted with a red box), 'Contact Person', and 'Recognized Organizations'. The main heading is 'Consumption records', followed by a yellow button 'Add new record >'. Under the heading 'Export data', there is a sub-heading 'Export the data submitted for the respective year.' Below this, there is a 'Reporting year:' dropdown menu set to '2017'. To the right of the dropdown are two yellow buttons: 'Export anonymized data' (highlighted with a red box and an arrow) and 'Export own non-anonymized data'.

An anonymized dataset (MS Excel spreadsheet) is downloaded. In the dataset, for each ship, there is a row for each fuel oil type that has been used.

7 Export of non-anonymized dataset of ships flying its flag

Click "Consumption Records".  
Select the reporting year and then click "Export own non-anonymized data".



The screenshot shows the same web interface as above. The 'Reporting year:' dropdown is still set to '2017'. The 'Export own non-anonymized data' button is now highlighted with a red box and an arrow pointing to it. The 'Export anonymized data' button is no longer highlighted.

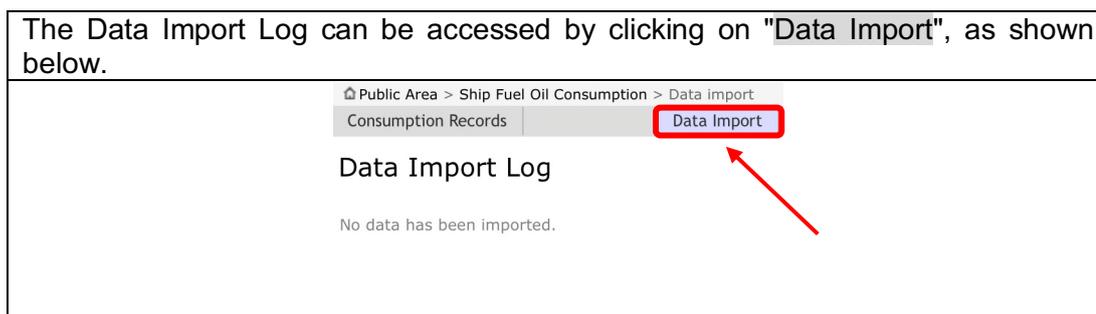
A non-anonymized dataset of ships flying its flag (MS Excel spreadsheet) is downloaded. In the dataset, for each ship, there is a row for each fuel oil type that has been used.

## 8 Data submission via Extensible Markup Language (XML) format

In addition to the Ship Fuel Oil Consumption Database within the GISIS platform, the Extensible Markup Language (XML) format can be used for bulk data submission from Member States. Member States that need to use the XML format should contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) to receive the FUEL Web Service Guide and for further information and assistance.

When using Extensible Markup Language (XML) for data submission, the Data Import Log can be used to check that data has been submitted correctly and can give more information on the nature of any errors. After checking the Data Import Log, if you still require assistance please contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) with information about the nature of any errors.

The Data Import Log can be accessed by clicking on "Data Import", as shown below.



APPENDIX 2

**GUIDANCE FOR NON-PARTIES TO MARPOL ANNEX VI**

As identified in paragraphs 3 and 4 of MEPC.1/Circ.871 on *Submission of data to the IMO data collection system of fuel oil consumption of ships from a State not Party to MARPOL Annex VI*, fuel oil consumption data of ships not flying the flag of a Party to MARPOL Annex VI could be submitted by: a recognized organization duly authorized by a Party of MARPOL Annex VI; or by a non-Party to MARPOL Annex VI directly.

This appendix 2 provides a procedure for a non-Party to submit the fuel oil consumption data and relevant features of the Database.

1 Assignment of a ship fuel oil consumption module manager(s) and user(s) by the GISIS administrator

In order for users to view the "Ship Fuel Oil Consumption" module in GISIS, and to enable users to access the Database thereafter, the GISIS administrator, who normally administers all GISIS modules, is requested to assign the following role(s) for each individual accordingly (see below for the definition of their different access rights):

- .1 Ship Fuel Oil Consumption manager(s) (hereafter "the module manager"); and,
- .2 if necessary, Ship Fuel Oil Consumption user(s) (hereafter "the module user(s)").

After this assignment has been done, then the module will be visible for the person(s) assigned.

**User Roles**

**GISIS modules**

- Ship Fuel Oil Consumption manager ⓘ
- Ship Fuel Oil Consumption user ⓘ

The module manager(s) can:

- .1 designate a contact person;
- .2 submit the data to the Database and edit the data submitted for ships flying its flag; and
- .3 access to non-anonymized data of ships flying its flag.

The module user(s) can access read-only information on the contact person, data submitted, non-anonymized data of ships flying its flag.

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## 2 Accessing the Database and designating a contact person

In order to access the Database, after logging into GISIS, click on the "Ship Fuel Oil Consumption" module with the icon shown on the right.



Ship Fuel Oil Consumption  
Mandatory reporting of fuel oil consumption by ships.

When the module manager first logs into the Database, they are requested to designate a contact person for the purposes of the Database who is responsible for communication with the Secretariat if any matter arises with regard to the submission of data by the respective Administration.

It is recommended to fill in the contact details of the module manager as the designated contact person.



IMMO INTERNATIONAL MARITIME ORGANIZATION GISIS: Ship Fuel Oil Consumption

Members Area > Ship Fuel Oil Consumption > Contact person

Consumption Records | Contact Person | Recognized Organizations

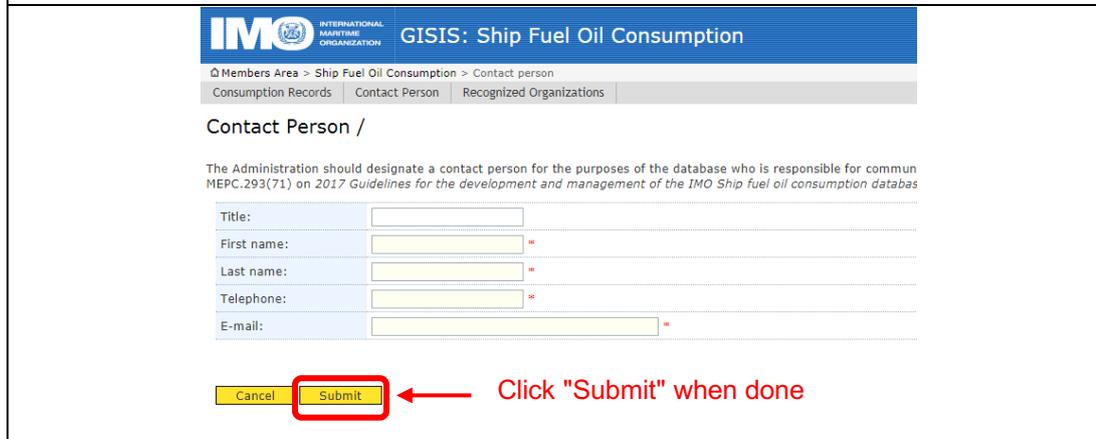
Please provide a contact person on this page for

### Contact Person /

The Administration should designate a contact person for the purposes of the database who is MEPC.293(71) on 2017 Guidelines for the development and management of the IMO Ship fuel

No contact details available.

**Add contact**



IMMO INTERNATIONAL MARITIME ORGANIZATION GISIS: Ship Fuel Oil Consumption

Members Area > Ship Fuel Oil Consumption > Contact person

Consumption Records | Contact Person | Recognized Organizations

### Contact Person /

The Administration should designate a contact person for the purposes of the database who is responsible for commun MEPC.293(71) on 2017 Guidelines for the development and management of the IMO Ship fuel oil consumption databas

Title:

First name:  \*

Last name:  \*

Telephone:  \*

E-mail:  -

Cancel **Submit**

Click "Submit" when done

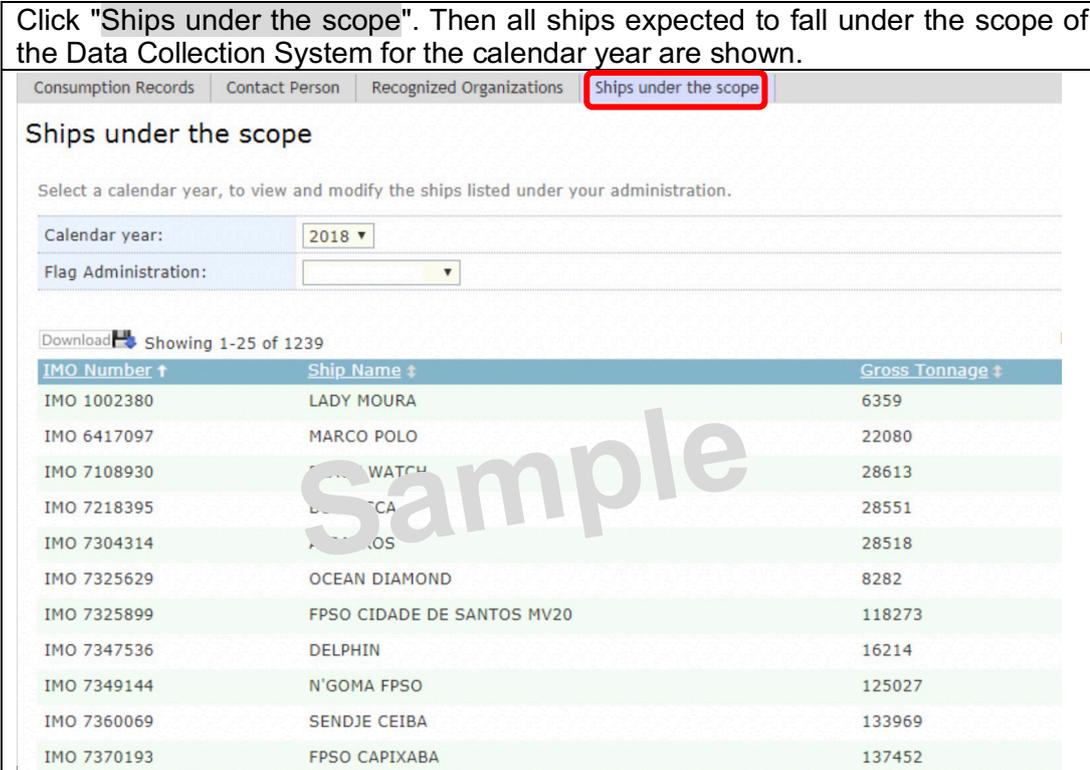
### 3 List of ships falling under the scope of the data collection system

In accordance with paragraphs 5.1 and 5.2 of the *2017 Guidelines for the development and management of the IMO Ship Fuel Oil Consumption Database* (resolution MEPC.293(71)), the Secretariat should:

- .1 at the beginning of each calendar year, produce a list of ships falling under the scope of regulation 22A of MARPOL Annex VI by cross-referencing with the data from the Ship Particular module of GISIS; and
- .2 send the aforementioned list of ships to the Administration for reference, in order to receive feedback in case of any discrepancies.

For this purpose, the aforementioned list of ships for non-Party Administrations is available in the Ship Fuel Oil Consumption module.

Click "Ships under the scope". Then all ships expected to fall under the scope of the Data Collection System for the calendar year are shown.



Ships under the scope

Select a calendar year, to view and modify the ships listed under your administration.

Calendar year: 2018

Flag Administration:

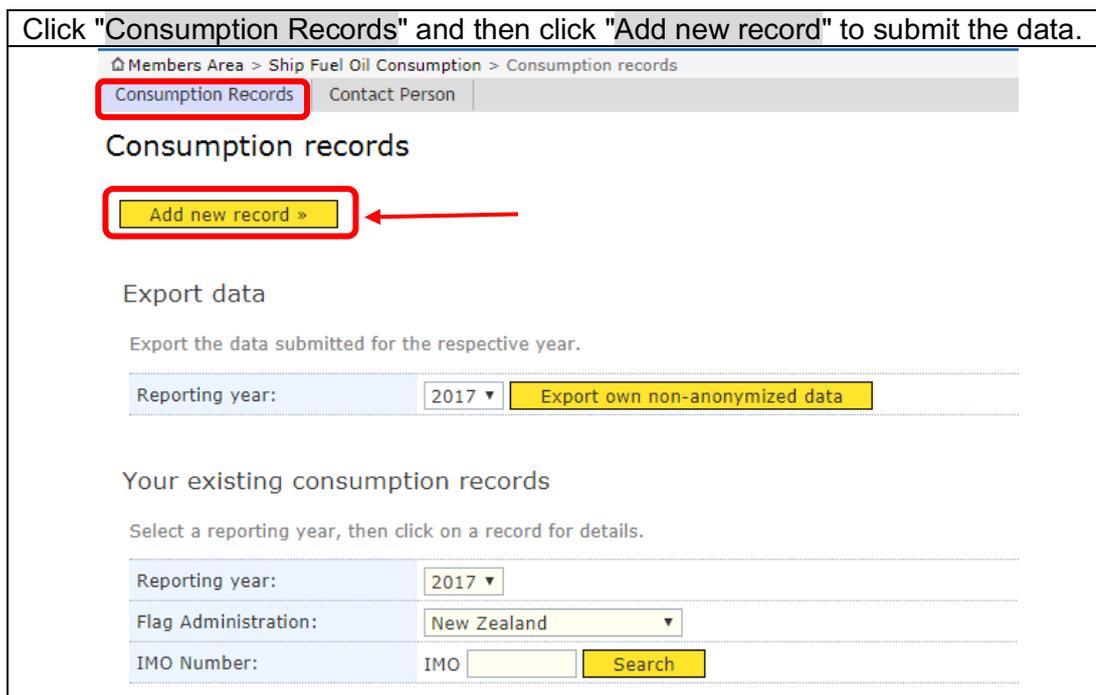
Download Showing 1-25 of 1239

IMO Number ↑	Ship Name †	Gross Tonnage †
IMO 1002380	LADY MOURA	6359
IMO 6417097	MARCO POLO	22080
IMO 7108930	WATCH	28613
IMO 7218395	CA	28551
IMO 7304314	OS	28518
IMO 7325629	OCEAN DIAMOND	8282
IMO 7325899	FPSO CIDADE DE SANTOS MV20	118273
IMO 7347536	DELPHIN	16214
IMO 7349144	N'GOMA FPSO	125027
IMO 7360069	SENDJE CEIBA	133969
IMO 7370193	FPSO CAPIXABA	137452

In case a ship is considered outside the scope of the data collection system, the module manager should contact the Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) to inform them of the discrepancies.

4 Submission of data and revision of the data already submitted

Click "Consumption Records" and then click "Add new record" to submit the data.



The screenshot shows a web interface for 'Consumption records'. At the top, there is a breadcrumb trail: 'Members Area > Ship Fuel Oil Consumption > Consumption records'. Below this, there are two tabs: 'Consumption Records' (highlighted with a red box) and 'Contact Person'. The main heading is 'Consumption records'. Below the heading, there is a yellow button labeled 'Add new record »' (highlighted with a red box and pointed to by a red arrow). Underneath, there is an 'Export data' section with the instruction 'Export the data submitted for the respective year.' and a form with a 'Reporting year:' dropdown set to '2017' and a yellow 'Export own non-anonymized data' button. The final section is 'Your existing consumption records' with the instruction 'Select a reporting year, then click on a record for details.' and a form with 'Reporting year:' (2017), 'Flag Administration:' (New Zealand), and 'IMO Number:' (IMO) with a yellow 'Search' button.

Members Area > Ship Fuel Oil Consumption > Consumption records

Consumption Records Contact Person

### Consumption records

Add new record »

#### Export data

Export the data submitted for the respective year.

Reporting year: 2017 Export own non-anonymized data

#### Your existing consumption records

Select a reporting year, then click on a record for details.

Reporting year: 2017

Flag Administration: New Zealand

IMO Number: IMO Search

Input the data of a ship then click "Submit".

Consumption Records | Contact Person

### Consumption record

Reporting year: 2017  
 Start date: 2017-01-01  
 End date: 2017-12-31

Select "Reporting year", "Start date" and "End date".

Enter the IMO number of the ship, then click "Populate ship particulars".

### Ship Particulars

Flag Administration:   
 Party to MARPOL Annex VI: No  
 IMO Number: IMO

Relevant ship particulars will be populated from the GISIS Ship and Company Particulars module.

Ship type: -- Please select --  
 Gross tonnage:   
 Net tonnage:   
 Deadweight tonnage:   
 Main propulsion power output:  kW  
 Auxiliary engine(s) power output:  kW  
 EEDI:   
 Ice class:

Select the ship type. If the ship type is not in Regulation 2, selecting "Other" reveals a new text entry box to use.

The information symbol shows an explanation of Regulation 2 ship types.

### Consumption Data

Distance travelled:  NM  
 Hours underway:  hours

Consumption:

Fuel oil type: -- Please select --  
 Quantity:  metric tonnes  
 Data collection method: -- Please select --

After adding fuel oil consumption data, click "Add consumption data".  
 If the ship has two or more fuel oil types, then add the data one-by-one.

Click "Submit" when done

After the submission, the summary of the data is shown on the "Consumption Records" page.

This summary includes not only data submitted by the Administration but also data submitted by recognized organization(s) duly authorized by a Party of MARPOL Annex VI, if applicable.

IMO Number ↑	Ship type ↑	Distance travelled (NM) ↑	Hours underway (hours) ↑	Fuel oil consumption total (metric tonnes) ↓
IMO	Others	12	23	1234
IMO	Cruise passenger ship	5000	300	5000
IMO	Cruise passenger ship	3456	345	68

5 Authorization of a recognized organization for submission of data

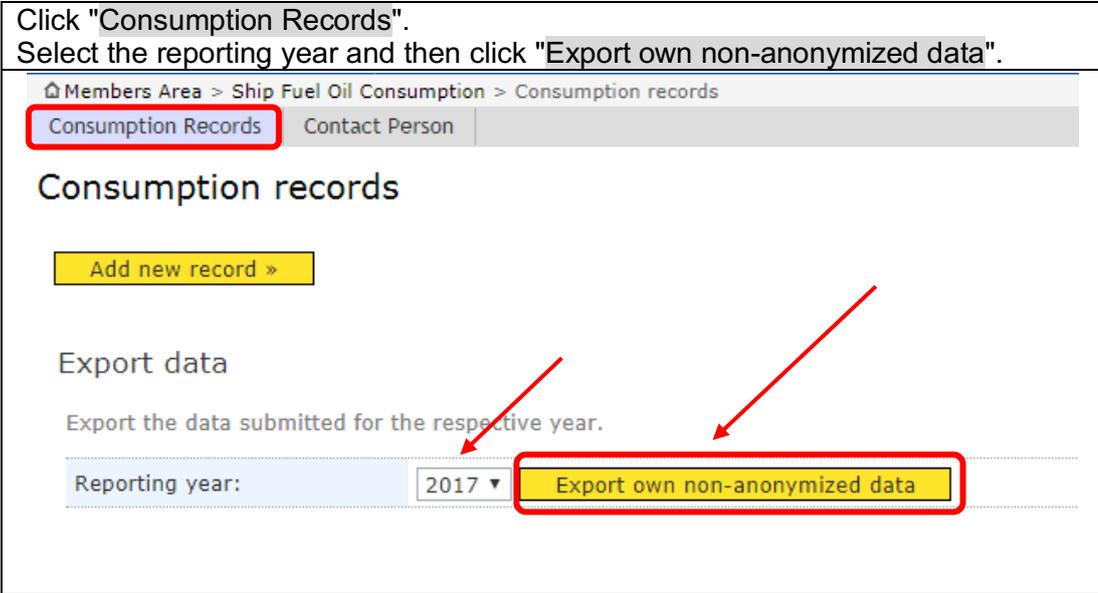
Noting that MEPC.1/Circ.871 on *Submission of data to the IMO data collection system of fuel oil consumption of ships from a State not Party to MARPOL Annex VI* allows a recognized organization duly authorized by a Party of MARPOL Annex VI to submit the fuel oil consumption data of ships not flying the flag of a Party to MARPOL Annex VI, therefore the feature to authorize a recognized organization is not available for non-Party users.

6 Export of anonymized dataset

Noting that regulation 22A.11 of MARPOL Annex VI identifies "Parties shall have access to the anonymized data strictly for their analysis and consideration", access to the anonymized dataset is not available for non-Party users.

7 Export of non-anonymized dataset of ships flying its flag

Click "Consumption Records".  
Select the reporting year and then click "Export own non-anonymized data".



Members Area > Ship Fuel Oil Consumption > Consumption records

Consumption Records Contact Person

### Consumption records

Add new record >

#### Export data

Export the data submitted for the respective year.

Reporting year: 2017 Export own non-anonymized data

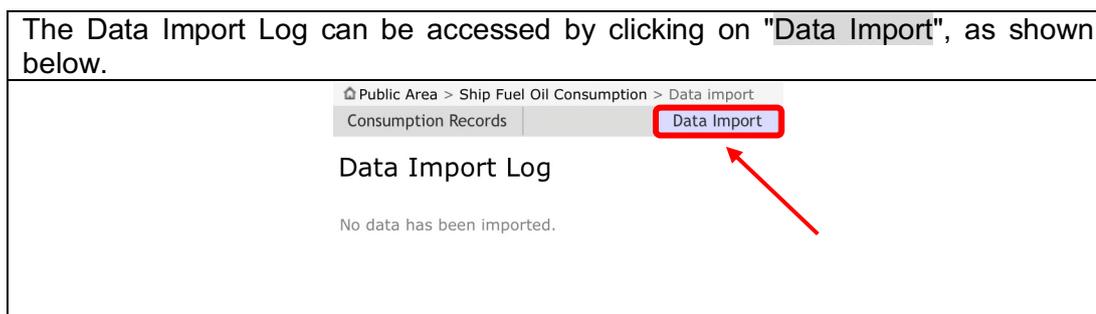
A non-anonymized dataset of ships flying its flag (MS Excel spreadsheet) is downloaded. In the dataset, for each ship, there is a row for each fuel oil type that has been used.

## 8 Data submission via Extensible Markup Language (XML) format

In addition to the Ship Fuel Oil Consumption Database within the GISIS platform, the Extensible Markup Language (XML) format can be used for bulk data submission from Member States. Member States that need to use the XML format should contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) to receive the FUEL Web Service Guide and for further information and assistance.

When using Extensible Markup Language (XML) for data submission, the Data Import Log can be used to check that data has been submitted correctly and can give more information on the nature of any errors. After checking the Data Import Log, if you still require assistance please contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) with information about the nature of any errors.

The Data Import Log can be accessed by clicking on "Data Import", as shown below.



## APPENDIX 3

### GUIDANCE FOR RECOGNIZED ORGANIZATIONS

- 1 Authorization by a Party to MARPOL Annex VI and the setting up of web accounts by the IMO Secretariat

A recognized organization can access the Database and submit the fuel oil consumption data only after it has been authorized by a Party to MARPOL Annex VI to submit data on its behalf via the Database (see section 4 of appendix 1). A recognized organization can also submit data for non-Party ships.

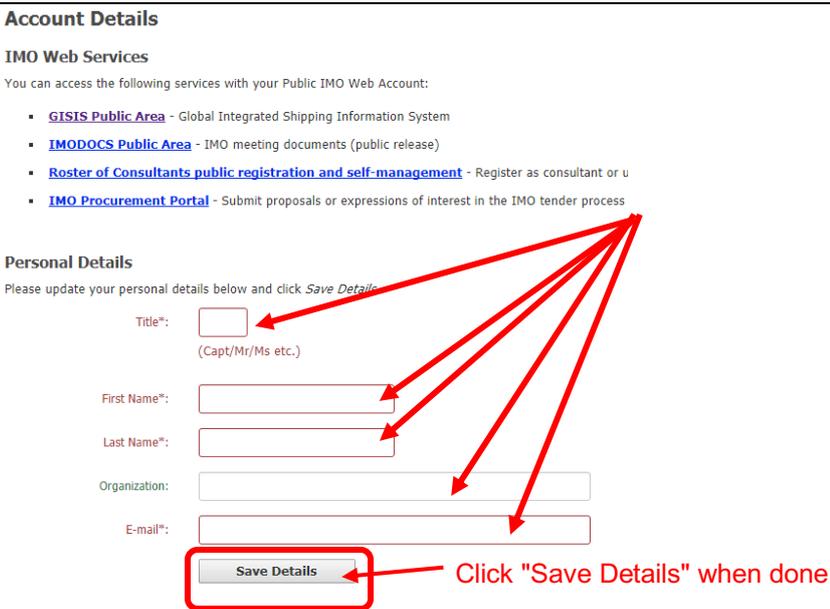
In order to enable a user of a recognized organization to access the Database, the recognized organization is requested to contact the Secretariat ([dc@imo.org](mailto:dc@imo.org)). The Secretariat will provide the necessary information on the web accounts (for data submission by GISIS and the XML format) to it.

- 2 Accessing the Database and designating a contact point.

Select "Public Users" from "Authority".  
Use the given web account and log into the GISIS.



When the user first logs into the GISIS, they are is requested to fill in the personal details.



**Account Details**

**IMO Web Services**

You can access the following services with your Public IMO Web Account:

- [GISIS Public Area](#) - Global Integrated Shipping Information System
- [IMODOCS Public Area](#) - IMO meeting documents (public release)
- [Roster of Consultants public registration and self-management](#) - Register as consultant or u
- [IMO Procurement Portal](#) - Submit proposals or expressions of interest in the IMO tender process

**Personal Details**

Please update your personal details below and click *Save Details*.

Title\*:   
(Capt/Mr/Ms etc.)

First Name\*:

Last Name\*:

Organization:

E-mail\*:

Click "Save Details" when done

In order to access the Database, click on the "Ship Fuel Oil Consumption" module with the icon shown on the right.



Ship Fuel Oil Consumption  
Mandatory reporting of fuel oil consumption by ships.

- 3 Submission of data on behalf of a Party to MARPOL Annex VI and revision of the data already submitted

Click "Consumption Records" and then click "Add new record" to submit the data.

Public Area > Ship Fuel Oil Consumption > Consumption records

Consumption Records Contact Point Data Import

### Consumption records

**Add new record »**

Export data

Export the data submitted for the respective year.

Reporting year: 2017 Export own non-anonymized data

Existing consumption records submitted by your organization

Select a reporting year, then click on a record for details.

Reporting year: 2017

Flag Administration: -- Please select --

IMO Number: IMO Search

Consumption Records | Contact Point | Data Import

### Consumption record

Reporting year: 2017  
 Start date: 2017-01-01  
 End date: 2017-12-31

Select "Reporting year", "Start date" and "End date".

### Ship Particulars

Flag Administration: -- Please select -- Party Non-party  
 Party to MARPOL Annex VI: No  
 IMO Number: IMO    
 Ship type: -- Please select --  
 Gross tonnage:   
 Net tonnage:   
 Deadweight tonnage:   
 Main propulsion power output:  Add  
 Auxiliary engine(s) power output:  Add  
 EEDI:   
 Ice class:

Select the Flag of the ship

Enter the IMO number of the ship, then click "Populate ship particulars".

Relevant ship particulars will be populated from the GISIS Ship and Company Particulars module.

### Consumption Data

Distance travelled:  NM  
 Hours underway:  hours

Consumption:

Fuel oil type: -- Please select --  
 Quantity:  metric tonnes  
 Data collection method: -- Please select --

After adding fuel oil consumption data, click "Add consumption data".  
 If the ship has two or more fuel oil types, then add the data one-by-one.

Click "Submit" when done

Input the data of a ship then click "Submit".

After submission, the summary of the data submitted is shown on the "Consumption Records" page.

IMO Number ↑	Ship type ↑	Distance travelled (NM) †	Hours underway (hours) †	Fuel oil consumption total (metric tonnes) †
IMO	Others	12	23	1234
IMO	Cruise passenger ship	5000	300	5000
IMO	Cruise passenger ship	3456	345	68

#### 4 Submission of data of non-Party ships and revision of the data already submitted

In accordance with MEPC.1/Circ.871 on *Submission of data to the IMO data collection system of fuel oil consumption of ships from a State not Party to MARPOL Annex VI*, a recognized organization duly authorized by a Party of MARPOL Annex VI can submit the fuel oil consumption data of ships not flying the flag of a Party to MARPOL Annex VI via the same process identified in section 3 of this appendix.

After Clicking on "Consumption Records" and then "Add new record", as explained in section 3, recognized organizations can submit data of Non-party ships by selecting "Non-Party" next to Flag Administration, as shown below.

Consumption record

Reporting year:	2018
Start date:	2018-01-01
End date:	2018-12-31

Ship Particulars

Flag Administration:	-- Please select --	<input type="radio"/> Party <input checked="" type="radio"/> Non-party
Party to MARPOL Annex VI:	No	
IMO Number:	IMO	<input type="text"/> <input type="button" value="Populate ship particulars"/>
Ship type:	-- Please select --	
Gross tonnage:	<input type="text"/>	

Recognized organizations can access a list of Non-Party Flag Administrations by clicking here.

A non-anonymized dataset submitted by the recognized organization (MS Excel spreadsheet) is downloaded. In the dataset, for each ship, there is a row for each fuel oil type that has been used.

5 Export of anonymized dataset

Noting that regulation 22A.11 identifies that "Parties shall have access to the anonymized data strictly for their analysis and consideration", access to the anonymized dataset is not available for users of recognized organizations.

6 Export of own non-anonymized dataset

Click "Consumption Records".  
Select the reporting year and then click "Export own non-anonymized data".

Members Area > Ship Fuel Oil Consumption > Consumption records

**Consumption Records** | Contact Person

### Consumption records

### Export data

Export the data submitted for the respective year.

Reporting year:	2017	<input type="button" value="Export own non-anonymized data"/>
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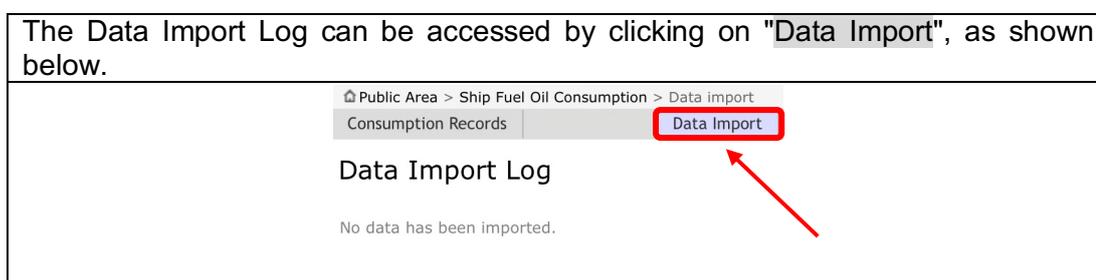
A non-anonymized dataset submitted by the recognized organization (MS Excel spreadsheet) is downloaded. In the dataset, for each ship, there is a row for each fuel oil type that has been used.

## 7 Data submission via Extensible Markup Language (XML) format

In addition to the Ship Fuel Oil Consumption Database within the GISIS platform, the Extensible Markup Language (XML) format can be used for bulk data submission from recognized organizations. Special web accounts to submit data by the XML format are provided to recognized organizations that have been authorized by a Party to MARPOL Annex VI for submission of fuel oil consumption data. Please contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) to receive the FUEL Web Service Guide and for further information and assistance.

When using Extensible Markup Language (XML) for data submission, the Data Import Log can be used to check that data has been submitted correctly and can give more information on the nature of any errors. After checking the Data Import Log, if you still require assistance please contact the IMO Secretariat ([dcs@imo.org](mailto:dcs@imo.org)) with information about the nature of any errors.

The Data Import Log can be accessed by clicking on "Data Import", as shown below.



## APPENDIX 4

### Frequently Asked Questions

- 1 Who can submit data to the Data Collection System? Who has access to the submitted data?

Fuel oil consumption data can only be submitted by the Administration or an organization authorized by the Administration to submit data on their behalf.

During the early discussions on the IMO Data Collection System (DCS), IMO's Marine Environment Protection Committee agreed that data collected by the Organization, particularly related to transport work, needed to be confidential and not publicly available (MEPC 68/21, paragraph 4.12). In October 2016, the Committee (MEPC 70) adopted amendments to Annex VI of the MARPOL Convention establishing a mandatory data collection system for ship fuel oil consumption. The new regulation 22A states that the IMO Secretariat would provide an annual report on the data collected to MEPC, while "Parties" (governments that have ratified MARPOL Annex VI) shall have access to the data of all ships in an anonymized format strictly for their analysis and consideration.

- 2 How do recognized organizations access the GISIS module and get authorization to submit the fuel oil consumption data?

GISIS accounts need to be set-up before submitting data in the Ship Fuel Oil Consumption module in GISIS. Please send your request to setup an account via e-mail to [dc@imo.org](mailto:dc@imo.org) with the e-mail address that will receive the account details. This process is explained in item 1 of appendix 3 of this DCS User Guidance document.

After setting up the web account, you will be provided with two accounts; a user account for accessing the GISIS web interface (<https://gisis.imo.org/Public/FUEL>) and a service account for submitting data using the web service (XML format). The web service allows for bulk submission of data.

In order to submit data on behalf of any Administration, recognized organizations have to be authorized by Administrations that are parties to MARPOL Annex VI. The process for Administrations that are parties to MARPOL Annex VI of authorizing recognized organizations is explained for Administrations in item 5 of Appendix 1 of this DCS User Guidance. Recognized organizations may need to contact Administrations to ensure that the authorization process on GISIS has been carried out.

Recognized organizations also have to be registered in the Recognized Organization module in GISIS. It may also be necessary for Administrations to add recognized organizations to the Recognized Organization module in GISIS, as well as authorizing them in the Ship Fuel Oil Consumption module in GISIS, for the purpose of submitting fuel oil consumption data.

- 3 How do recognized organizations recover/reset GISIS accounts?

In the first instance, you should check the e-mail that you were sent automatically when your GISIS accounts were setup. This e-mail contains the original user names and passwords for each account. If your e-mail address has been registered on GISIS you can also reset the password to your web interface account by visiting the following page:

<https://webaccounts.imo.org/Common/RecoverAccount.aspx>

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If it is still not possible for you to access your existing GISIS accounts you can e-mail [dc@imo.org](mailto:dc@imo.org) so that we may assist you further.

4 Do you have an example of the XML format for submitting data?

You can find an example XML format at the following web page:  
<https://gisis.imo.org/WebServices/XML/FUEL/FUELSampleData.xml>  
The XSD (XML definition):  
<https://gisis.imo.org/WebServices/XML/FUEL/FUEL.xsd>

It is also recommended that you contact the IMO Secretariat ([dc@imo.org](mailto:dc@imo.org)) to receive the full FUEL Web Service Guide and for up-to-date information.

The process of using XML to submit data is explained in item 7 of appendix 3 and item 8 of appendices 1 and 2 of the DCS User Guidance document.

5 How can I enter data for multiple engines in the Fuel Oil Consumption Database?

The GISIS web interface and the web service, for submitting data using XML, supports multiple main and auxiliary engines.

6 How can I delete data in the Fuel Oil Consumption Database?

For some types of accounts data can only be deleted by using the web service. Records cannot be deleted using the user interface.

If you need a record to be deleted please contact the Secretariat using the e-mail address [dc@imo.org](mailto:dc@imo.org) so that we can assist you further.

7 How can Administrations or recognized organizations submit data with sub-registries or additional territories?

Some Administrations have sub-registries or additional territories which data may be submitted under. Once you log into GISIS, with the Administration's account, and access the page to submit the data (after clicking "Add new record"), you can select the name of the sub-registry or additional territory by using the drop-down list labelled "Flag Administration".

Please note that if you are submitting data using XML then a unique country code is used to submit data for sub-registries and additional territories. This is explained in the FUEL Web Service Guide.

8 What is the deadline for submitting data in the Fuel Oil Consumption Database?

In accordance with regulations 6.6, 6.7 and 22A of MARPOL Annex VI, Administrations or organizations authorized to act on their behalf are required to verify the reported annual fuel consumption data of their ships of 5,000 GT and above, and issue a Statement of Compliance by 31 May at the latest. In the event of the transfer of a ship from one Administration and/or company to another, upon receipt of reported data the Administration or any organization duly authorized by it shall promptly determine whether the data has been reported in accordance with regulation 22A and, if so, issue a Statement of Compliance. Not later than one month after issuing the Statement of Compliance, the Administration or authorized organization shall transfer that reported data to the IMO Ship Fuel Oil Consumption Database in GISIS.

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In line with the above, Member States and/or authorized organizations are kindly reminded to submit the verified fuel oil consumption data of their fleet for the previous calendar year to GISIS at their earliest opportunity, and by 30 June at the latest.

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