How to deal with overdue or due vessel certificates (documents)

According to the setting of vessel certificates by shore-based personnel, for the certificates that

are due or overdue, there will be a reminder at the workbench (generally at the Master's workbench).

In the Intersea Communication System, about to expire refers to imminent expiration and has already expired refers to overdue.

Users can log in to the website of OLISS ,and operate in **"Workbench → Waiting Task → Vessel Cert.(Due/Overdue)** " interface according to the following steps 1-4:

| € | Q | Workbench (28678) | Vessel Monitor Find | Switching System - 💭 | | | 0 | 7 | 孙红梅 |
|--|---|-------------------|---------------------|----------------------|--|-----------|----------|----------------------------|-----------|
| | To-do List | | | | | | | | |
| | All (178) Due 3 Overdue (131) Reminders(44) | 1 | | | | 1 Items 5 | Selected | All Ve | ′essels 🗸 |
| Workflow Task (2) 1, Log in to the OLISS Web side and enter the Workbench interface by default. Click "Waiting Task -Ves. Cert." | | | | | | | | | |
| | Walting Task(132) | | | | | | | | |
| | | | | | | | | | |

| Vess | el Cert.(Deadlir | ne) | | | | | | | |
|---|------------------|--------------|--------------|-------------------|-------------|----------------------|----------------|------------|---------------|
| Export 2. You can search for the target vessel certificate in the filter bar | | | | | | | | | |
| 0. | Vessel 👻 | Cert. Name | Cert. Type 👻 | Issuing Authority | Expiry Date | Next Inspection Date | Days Remaining | Attachment | Operation |
| | LINK OCEAN 1 | 内河船舶防止油污证书 | 船舶证书 | 苏州交通运输局 | 2024-12-31 | 2024-12-31 | 5 | | Edit Delete |
| | LINK OCEAN 1 | 内河船舶防止垃圾污染证书 | 船舶证书 | 苏州交通运输局 | 2025-01-01 | N/A | 6 | | Edit Delete |
| | LINK OCEAN 1 | 内河船舶防止空气污染证书 | 船舶证书 | 苏州交通运输局 | 2025-01-14 | N/A | 19 | | Edit Delete |

Click step3 to enter this interface LINK OCEAN 1 - Vessel Cert.Edit

| Cert. Name * | Cert.Name(EN) | | | | | |
|---|--|--|--|--|--|--|
| 内河船舶防止油污证书 | Please enter | | | | | |
| Cert. No. | Cert. Type | | | | | |
| 810683013 | 船舶证书 | | | | | |
| Responsible Dept. | Issuing Authority | | | | | |
| 海事安全部 | 苏州交通运输局 | | | | | |
| Issued Date | Next Inspection Date O Associated Inspection Items | | | | | |
| 2022-01-14 | 2024-12-31 | | | | | |
| Expiry Date * O Long-term Effective Shortcut Date ~ | Warning Days | | | | | |
| 2024-12-31 | 90 | | | | | |
| No.(The Smaller,The Closer) | Status | | | | | |
| 14 | Valid 🗸 | | | | | |
| Remarks | | | | | | |
| Please enter | | | | | | |
| | | | | | | |
| Attachment: Upload | | | | | | |
| Operation History | | | | | | |
| No. Cert. Name Cert. Type Issuing Authority | Next Inspection Date / Expiry Date Attachment Operation Date | | | | | |
| 1 内河船舶防止油污证书 船舶证书 苏州交通运输局 | 2024-01-21 / 2024-08-31 🗎 2023-11-13 10:20 | | | | | |
| 4、After modifying the vessel certificate ac | cording to the requirements, click "Confirm" | | | | | |
| | Confirm | | | | | |

Description:

For the certificate that is due or overdue, users can also delete the original certificate, and then add new certificate in the "Vessel Certificate" interface.

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