

Southern Currents



Notice to the Area Port of New Orleans Trade Community

Date: July 30, 2024

No: 24-025

SUBJECT: Required Vessel Documents Reminder

The following valid documents are required to be uploaded to the Document Image System (DIS) prior to the filing of the entrance or clearance in Vessel Entrance & Clearance System (VECS).

<u>Document</u>	<u>DIS Document</u>	<u>Required</u>
Registry/Certificate of Nationality	<u>Label</u> REG	Entrance
Tonnage Certificate	TON	Entrance
Load Line Certificate	LL	Entrance
Certificate of Financial Responsibility (COFR)	COFR	Entrance
Safety Equipment Certificate	SOLAS_2	Clearance

Additionally, if the owner's name on the vessel's registry does not match the owner's name on the COFR, a Continuous Synopsis Record (CSR) or bareboat charter letter will be required.

Lastly, although a vessel may already have documents accepted in DIS, U.S. Customs and Border Protection (CBP) may request that the documents be resubmitted for various reasons, i.e., incorrect or missing meta-data information, incorrectly accepted documents, expired documents, etc.

See the attached reference sheet to ensure a strict adherence to the DIS submission process. Incorrect formatting of the submission email will cause the document to not be uploaded or to be uploaded incorrectly.

If you have any additional questions, please contact Port Director James Welch at (225) 268-9454 or at JAMES.J.WELCH@cbp.dhs.gov.





Troy Simon

Troy Simon
Assistant Port Director
New Orleans, Louisiana



DIS-VECS Quick Reference Card

v2.3, Updated 05/01/2024

Vessel Document	Data Fields <small>(Lines in body of e-mail)</small>	Notes	Attachment File Name <small>(Acceptable file format include: .jpg, .gif, .png, .docx, .xlsx, or .pdf)</small>	Click hyperlink for Desktop Template / Scan QR Code for Mobile Template
SAFETY CONSTRUCTION CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP140-NNNNNNNSOLAS_1	SAFETY CONSTRUCTION CERTIFICATE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OF DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
SAFETY EQUIPMENT CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP141-NNNNNNNSOLAS_2	SAFETY EQUIPMENT CERTIFICATE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OF DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
RADIO CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP142-NNNNNNNSOLAS_3	RADIO CERTIFICATE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OF DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
DANGEROUS GOODS COMPLIANCE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP143-NNNNNNNSOLAS_4	DANGEROUS GOODS COMPLIANCE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OF DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		

Notes:

*To: docs@cbp.dhs.gov

*Subject: CAT=GEN; IMO_NBR=NNNNNNN; ACTION=ADD

-NNNNNNN represents the IMO number.





+Replace NNNNNNN in the filename, email subject, and email body with your vessel's IMO.

^Characters placed after END_DATA will be ignored by the DIS server. They may assist you as notes.



DIS-VECS Quick Reference Card

v2.3, Updated 05/01/2024

Vessel Document	Data Fields <small>(Lines in body of e-mail)</small>	Notes	Attachment File Name <small>(Acceptable file format include: .jpg, .gif, .png, .docx, .xlsx, or .pdf)</small>	Click hyperlink for Desktop Template / Scan QR Code for Mobile Template
SHIP SECURITY	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP144-NNNNNNNSOLAS_5	SHIP SECURITY 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
SAFETY MANAGEMENT CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP145-NNNNNNNSOLAS_6	SAFETY MANAGEMENT CERTIFICATE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
LOAD LINE CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP146-NNNNNNNLL	LOAD LINE CERTIFICATE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
REGISTRY - CERTIFICATE OF NATIONALITY	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP147-NNNNNNNREG	REGISTRY 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	OPTIONAL: DELETE ENTIRE LINE IF NO EXP DATE		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		





Notes:

- *To: docs@cbp.dhs.gov
- *Subject: CAT=GEN; IMO_NBR=NNNNNNN; ACTION=ADD
- NNNNNNN represents the IMO number.
- +Replace NNNNNNN in the filename, email subject, and email body with your vessel's IMO.
- ^Characters placed after END_DATA will be ignored by the DIS server. They may assist you as notes.



DIS-VECS Quick Reference Card

v2.3, Updated 05/01/2024

Vessel Document	Data Fields <small>(Lines in body of e-mail)</small>	Notes	Attachment File Name <small>(Acceptable file format include: .jpg, .gif, .png, .docx, .xlsx, or .pdf)</small>	Click hyperlink for Desktop Template / Scan QR Code for Mobile Template
TONNAGE CERTIFICATE	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP148-NNNNNNNTON	TONNAGE 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	GROSS_TONNAGE=	MUST BE NUMERIC, NO MORE THAN 7 DIGITS		
	NET_TONNAGE=	MUST BE NUMERIC, NO MORE THAN 7 DIGITS		
	POC_INFO=	NAME / PHONE NUMBER		
END_DATA	MUST BE LAST LINE IN BLOCK OF DATA			
CERTIFICATE OF FINANCIAL RESPONSIBILITY (PASSENGER DEATH/INJURY)	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP149-NNNNNNNCOFR	CERTIFICATE OF FINANCIAL RESPONSIBILITY 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
CONTINUOUS SYNOPSIS RECORD	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP150-NNNNNNNCSR	CONTINUOUS SYNOPSIS RECORD 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		
CERTIFICATE OF FINANCIAL RESPONSIBILITY (PASSENGER TRANSPORTATION INDEMNIFICATION)	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP151-NNNNNNNCOFR_PTI	CERTIFICATE OF FINANCIAL RESPONSIBILITY-PTI 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		

Notes:

*To: docs@cbp.dhs.gov

*Subject: CAT=GEN; IMO_NBR=NNNNNNN; ACTION=ADD

-NNNNNNN represents the IMO number.


+Replace NNNNNNN in the filename, email subject, and email body with your vessel's IMO.

^Characters placed after END_DATA will be ignored by the DIS server. They may assist you as notes.



DIS-VECS Quick Reference Card

v2.3, Updated 05/01/2024

Vessel Document	Data Fields <small>(Lines in body of e-mail)</small>	Notes	Attachment File Name <small>(Acceptable file format include: .jpg, .gif, .png, .docx, .xlsx, or .pdf)</small>	Click hyperlink for Desktop Template / Scan QR Code for Mobile Template
CERTIFICATE OF DOCUMENTATION	START_DATA	MUST BE FIRST LINE IN EMAIL BODY	CBP152-NNNNNNNCOD	CERTIFICATE OF DOCUMENTATION 
	AGENCY_CD=COM			
	TRANSMITTER_NAME=	VESSEL AGENCY NAME		
	CERTIFICATE_NUMBER=	ID NUMBER OF CERTIFICATE OR DOCUMENT		
	ISSUE_DATE=	FORMAT: MM/DD/YYYY		
	EXPIRATION_DATE=	FORMAT: MM/DD/YYYY		
	POC_INFO=	NAME / PHONE NUMBER		
	END_DATA	MUST BE LAST LINE IN BLOCK OF DATA		

Notes:

***To: docs@cbp.dhs.gov**

***Subject: CAT=GEN; IMO_NBR=NNNNNNN; ACTION=ADD**

-NNNNNNN represents the IMO number.

+Replace NNNNNNN in the filename, email subject, and email body with your vessel's IMO.

^Characters placed after END_DATA will be ignored by the DIS server. They may assist you as notes.