



1998

## ELECTRONIC DATE RECOGNITION CONFORMITY MARINE HULL UNDERWRITERS' ENQUIRY DATA SHEET

1. Insureds are reminded that insurance is designed to protect against consequences of unpredictable and unforeseen events. Problems associated with the Year 2000 and other date recognition periods are now widely anticipated and consequently predictable and foreseeable. Losses thus arising may not be considered a fortuity and therefore a resultant claim for loss damage or expense to your vessel(s) may not be recoverable under your insurance contract. It is stressed that it is incumbent upon you to act at all times with due diligence and as if you were uninsured by taking all necessary steps to avoid or mitigate an anticipated loss.
2. Completion of this form does not imply coverage for EDR Conformity as defined in paragraph 3 below and does not alter any of the terms and conditions of your contract of insurance.

The information sought is designed to assess the adequacy of your organisation's conformity and compliance.

3. **Electronic Date Recognition Conformity (EDR) means:**

The use or operation of any computer hardware, software, integrated circuit, chip or information technology equipment or system that is able to accurately recognise, process, exchange, assign or transfer year, date or time data or information, as defined in DISC PD2000-1 (see appendix 1) including but not be limited to

- the change of date from 21 August 1999 to 22 August 1999
- the change of date to 9 September 1999
- the change of year from 1999 to 2000
- the leap year at 29 February 2000
- the change of date from 2000 to 2001
- and/or any other change of year or date or time.

Appendix 1: DISC PD2000-1 (BSI Definition)

Appendix 2: Year 2000 - the Millennium Bug

4. **Immediate Actions**

- 4.1 Have you started looking at the implications of date compliance? ½ yes ½ no
- 4.2 If not when do you plan to do this? Date / /
- 4.3 Who has responsibility for the overall co-ordination for EDR Conformity and what is their position/title within your organisation?  
 Name:  
 Title: Date / /
- 4.4 If an individual has not been assigned, when do you plan to do this? Date / /
- 4.5 Have you sought external professional and/or technical advice? ½ yes ½ no  
 If yes from whom?
- 4.6 Has an EDR Conformity assessment been prepared, if so can you supply a copy ½ yes ½ no

5. **Assessment**

- 5.1 Does the assessment referred to in 4.6 above deal with the following?
  - 5.1.1 include an inventory of all systems, applications, equipment, microprocessors, outside data feeds, databases, legacy software and products manufactured, assembled or supplied by you or third parties? ½ yes ½ no
  - 5.1.2 all electronic and computer processing computer systems on board your vessel(s), including but not limited to systems applicable to support the following operations:
    - Main/auxiliary propulsion machinery ½ yes ½ no
    - Navigational machinery and systems ½ yes ½ no
    - Crew accommodation ½ yes ½ no
    - Communications on board ½ yes ½ no
    - Cargo, loading, storage and discharge ½ yes ½ no
    - Electrical power ½ yes ½ no
    - Stability ½ yes ½ no
    - Boilers ½ yes ½ no
    - Steering ½ yes ½ no
    - Temperature control ½ yes ½ no
    - Stress monitoring ½ yes ½ no
    - Fire detection ½ yes ½ no
    - Water tight door controls ½ yes ½ no
    - Overboard discharge monitors ½ yes ½ no
    - Ballast monitoring ½ yes ½ no
    - Any others ½ yes ½ no

6 **Analysis**

- 6.1 Are you aware of any EDR non conformity systems, applications, equipment and products relating generally to your vessel(s) and in particular to the items listed in 5.1(ii) above?  
½ yes ½ no
- 6.2 Have you analysed EDR non conformity features, applications, equipment and products between critical and non critical systems?  
**Any of these affecting safety should be considered critical.**

7 **Remedial Action**

- 7.1 Have you established a plan of action to upgrade replace or scrap non conformity systems applications, equipment and products?  
½ yes ½ no
- 7.2 If not when do plan to do this?  
Date / /
- 7.3 Have you advised your personnel of EDR conformity and its implications?  
½ yes ½ no
- 7.4 If not When do you plan to do this?  
Date / /

8 **Budget**

- 8.1 Have you completed an assessment of the likely costs to be incurred to demonstrate EDR Conformity for all systems, applications, equipment and products on board your vessel(s)?  
½ yes ½ no
- 8.2 If not when do you plan to do this?  
Date / /
- 8.3 Have you approved a budget to authorise the expenditure identified in 8.1 above?  
½ yes ½ no

9 **Testing**

- 9.1 Have you established a programme to test systems, applications, equipment and products to demonstrate EDR Conformity?  
½ yes ½ no
- 9.2 If not when do you plan to do this?  
Date / /
- 9.3 Have you established a programme **to test remedial steps** taken in 7.1 above for replacement or upgraded systems, applications, equipment and products to demonstrate EDR Conformity?  
½ yes ½ no
- 9.4 If not when do you plan to do this?  
Date / /

10 **Audit**

- 10.1 Have you established a programme to verify the testing programmes outlined in 9 above to demonstrate EDR Conformity by all systems, applications, equipment and products on board your vessel(s)?  
½ yes ½ no
- 10.2 If not when do you plan to do this?  
Date / /

11 **Timetable**

- 11.1 Have you established a timetable to achieve and demonstrate EDR Conformity by all systems, applications, equipment and products on board your vessel(s)?  
yes ½ no  
If yes please supply a copy.
- 11.2 When do you expect to achieve EDR Conformity?  
Date / /

N.B Please attach extra sheets to this enquiry if necessary, to ensure you provide complete responses. You are obliged to notify insurers of any changes to the information supplied within this enquiry sheet. Authorised for and on behalf of

Signed by

Position

Dated

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