

United Nations Verification and Inspection Mechanism for Yemen

Request for Clearance of Commercial Cargo and Bilateral Assistance

**Important Note**

All the information requested in this form shall be filled in by the requesting shipping company or vessel master (respectively Member State for bilateral assistance) and sent to the United Nations Verification and Inspection Mechanism for Yemen together with the full set of required documents as attachments to avoid any delay of the verification process. Requests must be submitted upon departure of the port of origin of their cargo and **at least five days before arrival** at port of destination in Yemen. Any inquiries regarding this request for clearance should also be addressed to UNVIM. Contact details for UNVIM are as follows: Phone: +253 77 103118 | Fax: +253 21 35 52 41 | Email: [operations@vimye.org](mailto:unvim@unops.org)

Requests will be acknowledged with a unique tracking number for reference purposes. Please note that it may take up to 48 hours from the time the complete request has been received by UNVIM for a decision to be made.

Please also note that vessels requesting clearance to ports in Yemen **must maintain their Automated Information System (AIS) in operation** throughout the duration of their journey into and out of Yemeni Territorial waters, until arrival at the next port after Yemen. Vessels are requested to use the standard UN Location code (LOCODE) on AIS.

1. **Contact Information for Requesting Entity:**

Please note that we will use these details for our correspondence with requesting entity.

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Information** | **Remarks** |
| A | Full Name of Requesting Company |  |  |
| B | Full Address |  |  |
| C | Name of Contact Person |  |  |
| D | Title of Contact Person |  |  |
| E | Telephone Number |  |  |
| F | Mobile Number, if applicable |  |  |
| G | E-mail |  |  |
| H | Fax, if applicable |  |  |
| I | Website, if applicable |  |  |

1. **Route and Port Information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Description** | **Remarks** |
| A | Voyage number |  |  |
| B | Port(s) where cargo destined for Yemen was loaded |  |  |
| C | Port of destination in Yemen |  |  |
| D | Next port after port of destination in Yemen |  |  |
| E | Other ports called between port where cargo was loaded and destination in Yemen |  |  |
| F | Date and time of departure from last port of call |  |  |
| G | Estimate date and time of arrival in port of destination in Yemen |  |  |

1. **Vessel information**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Description** | **Remarks** |
| A | Name |  |  |
| B | IMO no |  |  |
| C | Call sign |  |  |
| D | Port of registry of vessel |  |  |
| E | Last three changes of Ship Operator in the last three years with name + address, if applicable |  |  |
| F | Satellite phone |  |  |
| G | E-mail address |  |  |
| H | Fax no., if applicable |  |  |
| I | Sat C no., if applicable |  |  |
| J | Length |  |  |
| K | Width |  |  |
| L | Draft |  |  |
| M | Master’s name |  |  |
| N | Master’s nationality |  |  |

1. **Information on cargo destined for Yemeni ports not under the control of the Government of Yemen**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **#** | **Item** | **Description** | | | | | | |
| A | Ship Type | 🞏 Tanker | 🞏 Non-Tanker | | | | | |
| 🞏 Containerised | 🞏 Dry Bulk | 🞏 Liquid Bulk | 🞏 Break Bulk (General Cargo) | 🞏 Vehicles | 🞏 Other, please specify: |
| B | Number of Units/Pieces/Grades |  |  | n/a | n/a |  |  |  |
| C | Weight in Metric Tons |  |  |  |  |  |  |  |

1. **Bilateral Assistance** (fill out only if applicable[[1]](#footnote-1))

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Information** | **Remarks** |
| A | Member state |  |  |
| B | Contact person |  |  |
| C | Title |  |  |
| D | Organization/department |  |  |
| E | Phone number |  |  |
| F | Email address |  |  |
| G | Fax number |  |  |

1. **Ship Operator Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Information** | **Remarks** |
| A | Name of ship operator |  |  |
| B | IMO Number or ID of ship operator |  |  |
| C | Full style address of ship Operator |  |  |
| D | Name of designated person ashore (DPA) |  |  |
| E | Telephone number of DPA |  |  |
| F | Mobile number of DPA |  |  |
| G | E-mail of DPA |  |  |
| H | Fax |  |  |
| I | Website |  |  |

1. **Trader/Importer Information** (submission of cargo manifest is sufficient for containerized cargo)

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Information** | **Remarks** |
| A | Full name of company |  |  |
| B | Trade licence number |  |  |
| C | Name of local Chamber of Commerce |  |  |
| D | Full address |  |  |
| E | Telephone number |  |  |
| F | Mobile number, if applicable |  |  |
| G | E-mail |  |  |
| H | Fax, if applicable |  |  |
| I | Website, if applicable |  |  |

1. **Consignee Information,** if different from trader/importer (for containerized cargo, submission of cargo manifest is sufficient)

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Item** | **Information** | **Remarks** |
| A | Full name of company |  |  |
| B | Full address |  |  |
| C | Telephone number |  |  |
| D | Mobile number |  |  |
| E | E-mail |  |  |
| F | Fax |  |  |
| G | Website |  |  |

1. **Armed Guards and Weapons on Board**
2. Do you have armed guards on board or are you planning to take any on board before arrival at port of destination in Yemen? Yes ☐ No ☐

If yes, please attach List of Armed Guards signed and stamped by shipmaster.

1. Do you have weapons or ammunition on board or do you plan to take any on board before arrival at port of destination in Yemen? Yes ☐ No ☐

If yes, please attach Weapons and Ammunition on Board Declaration signed and stamped by authorized entity.

1. **Copies of the following supporting documents are required to be attached with this request**. All documents should be signed and stamped by vessel master or other authorized entity.
2. Manifests for cargo destined for Yemeni ports not under the control of the legitimate Government of Yemen
3. Bills of Lading for cargo destined for Yemeni ports not under the control of the legitimate Government of Yemen, if available
4. Packing List(s) for cargo destined for Yemeni ports not under the control of the legitimate Government of Yemen, if available
5. Last 10 Ports of Call (starting from the latest Port Clearance)
6. Port Clearance of Last Port called, if available
7. IMO Crew List with Seaman Book and Passport Numbers
8. IMO Passenger List, if applicable
9. Stowage Plan/Bay Plan for the vessel
10. List of dangerous cargo on board, if applicable (attach respective List/Packing certificate(s))
11. Document of Compliance for the Carriage of Dangerous Goods, if applicable
12. 5 latest Continuous Synopsis Records (CSR)
13. Certificate of Registration of Vessel
14. Trade License issued by Yemen-based Chambers of Commerce (only for break or break-bulk cargo)
15. List of Armed Guards, if applicable
16. Weapons and Ammunition on Board Declaration, if applicable
17. Any other, please specify

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| --- |
| **Declaration**   1. The requesting Member State/shipping company hereby declares that: 2. The information provided in this form is correct and complete to the best of their knowledge. 3. Cargo has gone through the regular customs and inspection process in the relevant Member State and complies with the provisions of UNSCR 2216 (2015) regarding shipment/import of prohibited items into Yemen. 4. The originals of the supporting documents must be retained by the Member State/shipping company and must be presented to UNVIM upon request.      1. Provided that UNVIM decides that an inspection of the cargo is required, the Member State/requesting shipping company consents to an inspection of the cargo by UNVIM at a designated location.   Company Seal  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signed by (Full Name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. Bilateral assistance from a Member State refers to assistance from any government or people that is not channelled through a UN agency or a recognized international humanitarian organization and that is designated to save lives, alleviate suffering and maintain and protect human dignity, guided by the principles of humanity, impartiality, neutrality, and independence. [↑](#footnote-ref-1)