



February 4, 2022

**CSI Client Advisory 03-2022**

**SUBJECT: California Certificate of Financial Responsibility (COFR) Maintenance**

**Overview:**

This Client Advisory applies to Tanker and Non-tanker owners/operators who have vessels that are currently holding valid California Certificates of Financial Responsibility (CA COFR).

**Background:**

All vessels holding a valid CA COFR must submit evidence of insurance coverage (received via a P&I Club) to California's Office of Spill Prevention and Response (CA OSPR) to keep the CA COFR active. We encourage you to submit the P&I Certificate of Entry in accordance with the following.

**California Requirement:**

Per California law, ship owner/operators using P&I Club membership as the method of evidence of financial responsibility for their CA COFRs must submit their renewed P&I Certificates of Entry to CA OSPR no later than forty-five (45) calendar days following renewal of the P&I Club coverage.

- Please note: if a vessel's arrival in California waters is imminent, the Certificate of Entry must be submitted at least ten (10) calendar days prior to the vessel entering California waters.

**Action Required:**

We encourage all CA COFR holders to submit the 2022-2023 P&I Certificate of Entry for all applicable vessels as soon as possible. The COE must be received no later than April 6, 2022 to avoid revocation of the current certificate. If the vessel will call California waters prior to April 6, 2022, the renewed COE must be received prior to entering California waters. Once a certificate has been revoked, it will not be reinstated. In order to obtain a new certificate, it will be necessary for the certificate holder to provide a new application and pay applicable fee(s). Guidance to submit renewed P&I Certificates of Entry issued by CA OSPR is included with this advisory. Renewed P&I Certificates of Entry should be sent directly to CA OSPR using the following email addresses:

- Tank Vessels: [cacofr-tank@wildlife.ca.gov](mailto:cacofr-tank@wildlife.ca.gov)
- Non-tank Vessels: [cacofr-nontank@wildlife.ca.gov](mailto:cacofr-nontank@wildlife.ca.gov)

**Failure to Submit Required Documentation:**

If a new P&I Club Certificate of Entry is not submitted to CA OSPR within the required timeframe, the CA COFR will be revoked, regardless of the expiration date on the CA COFR. If a CA COFR is revoked, the vessel cannot legally enter CA state waters until a new CA COFR is issued.



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If a CA COFR is revoked, a new application and fee, if applicable, will need to be submitted before a new CA COFR will be issued.

**Podcast:**

The following link which provides a podcast episode discussing the CA COFR maintenance requirement: <https://gallaghermarine.podbean.com/e/california-cofr-renewal/>.

This Client Advisory, along with previously issued CSI Client Advisories, can be retrieved from our website, [www.compliancesystemsinc.com](http://www.compliancesystemsinc.com). If you are unable to download any of this information, please let us know and we will email it to you. Should you have any further questions, please do not hesitate to contact us here at CSI.



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**From:** Ali, Yasmeen@Wildlife [mailto:Yasmeen.Ali@wildlife.ca.gov]  
**Sent:** Tuesday, January 25, 2022 10:33 AM  
**To:** Wildlife OSPR COFR-Tank ; Wildlife OSPR COFR-Nontank Cc: Snavelly, Stephen@Wildlife ; Walden, Branden@Wildlife  
**Subject:** P&I COES Guideline

Hello,

The P&I renewal notice was e-mailed yesterday to all the certificate holders/ship owners with vessels holding valid CA COFRS. We have almost 7 thousand policies to review. Here are some guidelines you can share with your clients to make our workload smoother and easier.

-Please do not send us duplicated COEs. If you already sent us the COES, allow two to three weeks before we update our database. Keep checking the website as it will be updated on a regular basis. Sending duplicate COES will increase our workload and delay in our review process and processing of applications.

Please note: Evidence of valid certificate as well as current insurance can be verified at the DFW website using the following web link:

<https://nrm.dfg.ca.gov/FileHandler.ashx?DocumentID=76424>

-Please keep in mind, we have new and renewal applications to process as well. During the P&I renewal season, the application process takes longer than usual. We encourage you to provide us ETA on the subject line if possible. Otherwise, they will be processed in the order they are received within 30 days of receipt of your applications.

-Please do not send new applications with the renewed P&I COES for other vessels, as this will delay the COFR process. Send us separate e-mails for new applications with COES and renewed COES for all other vessels. Do not include renewal applications with the renewed COES. We move all the P&I COES received in a folder and we work on that e-mail in the order received.

-Allow 2-3 weeks before we review and update the database from the time you e-mail us the COES. If you already sent your P&I COES and the website shows 02/20/2020 expiration date, then send us follow up e-mail. Do not send us the P&I COES again unless we ask for it.

-If the client already sent us the P&I COES, please do not forward us your copy.

-PLEASE SEND NONTANK AND TANK P&I COES IN SEPARATE E-MAILS. DO NOT SEND THEM IN ONE E-MAIL. THEY BOTH HAVE SEPARATE E-MAIL ADDRESS AND THEY SHOULD BE E-MAILED SEPARATELY.

[Cacofr-nontank@wildlife.ca.gov](mailto:Cacofr-nontank@wildlife.ca.gov) (non-tank vessels),  
[cacofr-tank@wildlife.ca.gov](mailto:cacofr-tank@wildlife.ca.gov) (tank vessels).



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-If you are missing COE for one vessel, send COE for that one vessel only.

We will review and update our COFR database before we send out the reminder notice in March.

Thank you for your understanding and making our workload run efficiently and smoothly.

Let us know if you have any questions.

Best regards.  
Yasmeen Ali  
Branden Walden  
COFR Unit.