



**COSPAS-SARSAT IBRD
COMPLETE WEB INTERFACE
USER GUIDE**

Issue 1
July 2008

- Page left blank -

Table of Contents

PART 1 - GENERAL INFORMATION	1
INTRODUCTION	3
1.1 User Accounts.....	4
1.1.1 Types of user accounts.....	4
a) Beacon owners/operators	4
b) National Data Providers	4
c) National SAR services	4
d) Authorized ship and aircraft inspectors and maintenance facilities	4
1.1.2 How to obtain a user account	4
1.2 Useful Documents.....	5
1.3 Questions or Comments	5
PART 2 - BEACON OWNERS	7
2.1 User Account Passwords.....	9
2.2 Register a Beacon.....	9
Required fields	10
2.3 View or Update Existing Beacon Registration	12
a) Acknowledge Confirmation Request.....	13
b) Change Beacon Status	14
c) Change Beacon Password.....	14
2.4 Troubleshooting.....	15
a) Forgot the password?	15
b) Session timed out message.....	15
2.5 Sample Registration Forms	16
Example 1 - View of EPIRB Registration Form.....	17
Example 2 - View of ELT Registration Form	18
Example 3 - View of PLB Registration Form.....	19
PART 3 - NATIONAL DATA PROVIDERS	21
3.1 National Data Provider User Account	23
3.2 Access National Beacons (National Data Providers)	23
National Data Provider Menu.....	24
a) Uploading beacons using an XML file.....	25
b) New registration by National Data Provider	26
Required fields	26
c) View or update registration information.....	28
d) Acknowledge confirmation request	29
e) Assign beacon to National list.....	29
f) Remove beacon from National list	30
g) Download National List from IBRD	30

3.3	Sample Registration Forms and Letter of Intent	33
	Example 1 - View of EPIRB Registration Form.....	34
	Example 2 - View of ELT Registration Form.....	35
	Example 3 - View of PLB Registration Form.....	36
	Example 4 - Notification of Intent to use the IBRD and Request for IBRD User Identification and Password	37
 PART 4 - NATIONAL SAR SERVICES AND AUTHORIZED INSPECTORS		39
4.1.	National SAR Services and Authorized Inspectors User Accounts	41
	a) National SAR Services.....	41
	b) Authorized Ship and Aircraft Inspectors and Maintenance Facilities	41
4.2.	Beacon Search for SAR Services	42
	a) Search for a specific beacon ID (hex ID) or type	43
	b) View a beacon	43
	c) Search options	43
	d) Sort-by options.....	43
	e) General search using wildcards.....	44
	f) Save and export your search	44
4.3.	Beacon Search for Authorized Inspectors	45
	a) Search for a specific beacon ID (hex ID) or type:	46
	b) View a beacon:	46
	c) Search options:	46
	d) Sort-by options.....	46
	e) General search using wildcards.....	47
	f) Save and export your search	47
4.4	Notification of Intent to use the IBRD and Request for IBRD User Identification and Password	48

PART 1 - GENERAL INFORMATION

- Page left blank -

INTRODUCTION

The International 406 MHz Beacon Registration Database (IBRD) is designed to be freely available to users with no access to national registration facilities and to Administrations who wish to avail themselves of the facility to make their national beacon registration data more available to SAR services. However, direct registration of 406 MHz beacons in the IBRD is not allowed for the country codes of Administrations that have informed Cospas-Sarsat of their decision to control the registration of beacons under their jurisdiction, whether in the IBRD or in their own national registration databases.

The IBRD provides various levels of access to:

- a) beacon owners who wish to register their beacons when no registration facility exists in their country and the responsible Administration has agreed to allow direct registration in the IBRD;
- b) Administrations who control the registration of beacons identified with their country code, but wish to make registration data available to international SAR services via the IBRD;
- c) SAR services that need to access beacon registration data to efficiently process distress alerts; and
- d) other authorised government entities or agencies for the purpose of controlling the proper coding or registration of 406 MHz beacons.

Cospas-Sarsat provides the IBRD solely for the purpose of assisting SAR Services and this does not cancel the obligation of Administrations to provide a beacon registration facility per ICAO and IMO requirements.

The functional requirements for the IBRD are provided in document C/S D.001 "Functional Requirements for the Cospas-Sarsat International 406 MHz Beacon Registration Database" and the IBRD operations policy is defined in document C/S D.004 "Operations Plan for the Cospas-Sarsat International 406 MHz Beacon Registration Database".

Access to the IBRD is controlled by user codes assigned by the Cospas-Sarsat Secretariat in accordance with Council guidelines. Administrations wishing to use the IBRD should designate a National IBRD Point of Contact. Cospas-Sarsat will accept designations from the Cospas-Sarsat Representative of the participating country or, for non-participating countries, the IMO or the ICAO Representative for that country.

1.1 User Accounts

1.1.1 Types of user accounts

a) Beacon owners/operators

Beacon owners/operators have access only to their own password-protected registration form. They can only update records to which they have beacon ID and password.

b) National Data Providers

This account is used to register beacons held in a national registry in the IBRD if the State wishes to make the data more readily available to the SAR community.

c) National SAR services

This account allows the search and rescue (SAR) services to browse existing beacon records in the IBRD to obtain valuable information about the owner, vehicle, whereabouts, etc. All SAR services should have access for use in distress situations.

d) Authorized ship and aircraft inspectors and maintenance facilities

This account is for the inspectors and maintenance personnel who wish to confirm that a beacon has been registered. This access does not allow visibility into owner/operator information and is used only to confirm that a beacon is properly registered.

1.1.2 How to obtain a user account

In order to acquire appropriate passwords to access the IBRD, National Administrations should:

- designate a National IBRD Point of Contact, and
- request that the Cospas-Sarsat Secretariat allocate user identifications and passwords to their National IBRD Point of Contact.

The National IBRD Point of Contact is the person the Cospas-Sarsat database administrator will contact in case of issues with the IBRD or questions regarding the Administration's beacons in the IBRD.

The user account request must be provided in writing to the Database Administrator (i.e. the Cospas-Sarsat Secretariat) and must carry the signature of the Cospas-Sarsat, IMO or ICAO Representative of the Administration. For a letter template, please visit this link <http://www.cospas-sarsat.org/DocumentsDSeries/IBRDTemplateLetter.doc>.

The template is also available in sections 3.3 and 4.4 of this guide.

1.2 Useful Documents

User Guide Section on the Cospas-Sarsat Website

<http://www.cospas-sarsat.org/ibrd/userguides.htm>

- Beacon search guide for SAR and Inspector services
This guide describes how SAR services or authorized inspectors can search for beacon records.
- Bulk upload user guide
This guide describes how a National Data Provider can upload multiple beacon records at once from the administration's national database.
- Saving a national list for National Data Providers
This guide describes how a National Data Provider can save online records to an offline location.

[IBRD FAQ](http://www.cospas-sarsat.org/ibrd/faq_E.htm) (Answers to Frequently Asked Questions)

http://www.cospas-sarsat.org/ibrd/faq_E.htm

International 406 MHz Beacon Registration Database Documents (IBRD) (D.xxx Series)

Available at <http://www.cospas-sarsat.org/Documents/dDocs.htm>

- D.001 - Functional Requirements for the Cospas-Sarsat International 406 MHz Beacon Registration Database
- D.002 - Cospas-Sarsat International 406 MHz Beacon Registration Database (IBRD) Software Maintenance Manual
- D.003 - Cospas-Sarsat International 406 MHz Beacon Registration Database (IBRD) System Maintenance Manual
- D.004 - Operations Plan for the Cospas-Sarsat International 406 MHz Beacon Registration Database

1.3 Questions or Comments

If you have any questions or need extra support for the use of the IBRD, please contact the Database Manager via email at dbadmin@406registration.com

- Page left blank -

PART 2 - BEACON OWNERS

- Page left blank -

2.1 User Account Passwords

Individual passwords are set at time of registration by the person registering the beacon. If you have forgotten your password, please follow the procedure described in the Troubleshooting section to retrieve your password. Each beacon registered requires a password to be created by the user.

2.2 Register a Beacon

To register a beacon as a beacon owner, please complete the following steps.

Go to:

<http://www.406registration.com>

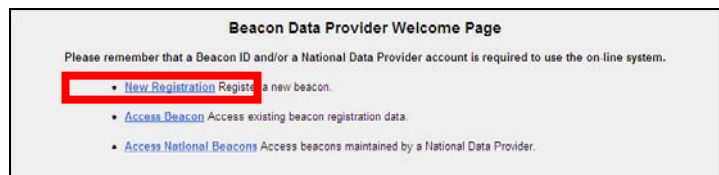
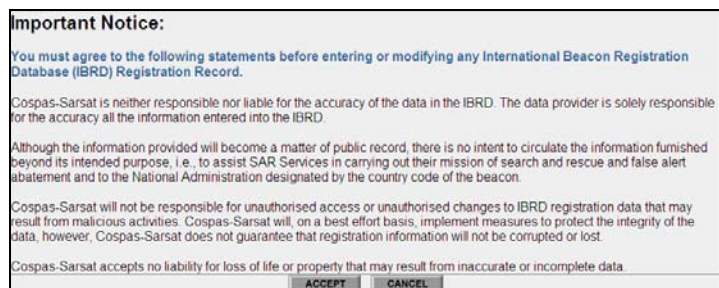
Click on the first link: [To register a beacon or view/amend your registration data click here](#)

Choose the interface language.

Read and accept the notice.

Click "New Registration".

Enter the Beacon ID twice. (The beacon ID is the unique 15 character hexadecimal identifier associated with your beacon. It can be found on the beacon label or in the documentation provided by the beacon manufacturer.)



New Registration	
Note: * Indicates a required field	
*Enter Beacon Id	<input type="text"/>
*Enter Beacon Id again for validation	<input type="text"/>
*Enter Beacon Password	<input type="password"/>
*Enter Beacon Password again for validation	<input type="password"/>
*Select security question	[Select security question]
*Enter security answer	<input type="password"/>
<input type="button" value="SUBMIT"/> <input type="button" value="CANCEL"/>	

Create a password.
Type it in twice.

Select a security question and type in its answer.

Click “**Submit**”.

A form appropriate to the type of beacon (ELT, EPIRB or PLB) you have entered will appear.

Required fields

In order to complete registration, **required fields** must be populated:

Beacon ID
Password
Owner Name
Owner phone number
Owner phone number type (for example: home, cell, work, fax, other)
Emergency contact Name
Emergency contact phone number
Emergency contact phone number type (for example: home, cell, work, fax, other)
Vehicle Type
Vehicle Name (not required for PLB)
MMSI or Call Sign (for EPIRB only)
Vehicle Registration Number (not required for PLB)

Filling in the other fields is not required. However, the more information you provide, the better SAR services can assist you in the event of a distress. For example, the **Additional Data** field can be used to provide information on specific voyage plans and can be regularly updated.

EXAMPLE: Required fields are marked with an asterisk (*).

The screenshot shows a web form titled "EPIRB Information". At the top right, it displays the "Beacon ID (Unique Identifier)" as "2A6C1300DEFFBFF" with a note "(15 character ID provided by manufacturer)". The form contains several input fields and dropdown menus:

- Manufacturer:** A dropdown menu showing "AlliedSignal Aerospace Canada".
- Activation Type:** A dropdown menu showing "(no data provided)".
- Model Number:** An empty text input field.
- Beacon Homing Device:** A dropdown menu.
- C-S Type Approval Number:** A text input field containing "38".
- Additional Beacon Information:** A large empty text area.

At the bottom, there are several status fields:

- Date Confirmation Sent:** (no date/time recorded)
- Date Confirmation Last Received:** (no date/time recorded)
- Special Status:** Normal
- Previous Special Status:** Normal
- Date First Registered:** null
- Date Last Updated:** null
- Special Status Last Updated:** (no date/time recorded)

Owner/Operator Information

*Name (Last First Middle Initial)

Telephone *

Address

City

State/Province

Postal Code Country

E-mail

(Please note: Email is the ONLY available method for IBRD User correspondence)

Vessel Information

*Type

Number Of Masts

Power - Other

Non-Power - Other

Radio Equipment (Check all that apply)
 VHF MF HF SSB Other

Vessel Telephone Numbers
Radio Call Sign INMARSAT
Vessel Cellular MMSI Number

Length Overall Capacity
(in meters/yards) (Crew and Passengers)

Vessel Name

Official Registration Number

Vessel Color

Vessel Nationality
(three digit code from ITU)

Survival Crafts/Equipment
Life Boat Life Raft
(No. of) (No. of)

Equipped with Simplified Voyage Data Recorder

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

*Name of Primary 24-Hour Emergency Contact

Name of Alternate 24-Hour Emergency Contact

Address

Address

Telephone *

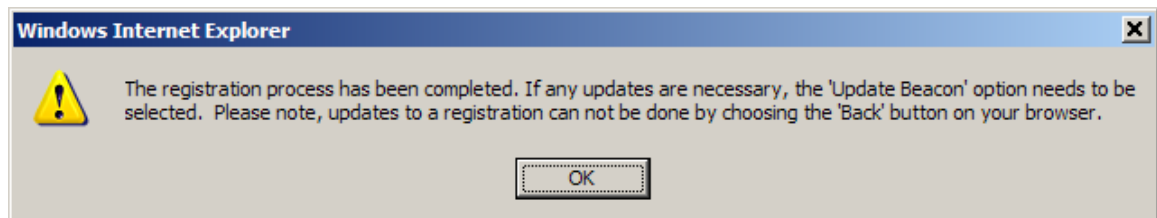
Telephone

Telephone

Telephone

UPDATE CANCEL

After clicking **UPDATE**, a window will pop-up. This window may mention warnings even if the registration was completed successfully or may simply indicate a successful registration without warnings.



Note:
If a valid email address has been entered in the email field an automatic confirmation message will be sent after successful registration of the beacon. Be aware that some email providers may block this confirmation email or send it to the junk mail folder. The email will come from the address DbAdmin@406registration.com.

2.3 View or Update Existing Beacon Registration

If you need to view or amend the registration information associated with a beacon, please complete the following steps.

Go to:

<http://www.406registration.com>

Click on the first link:

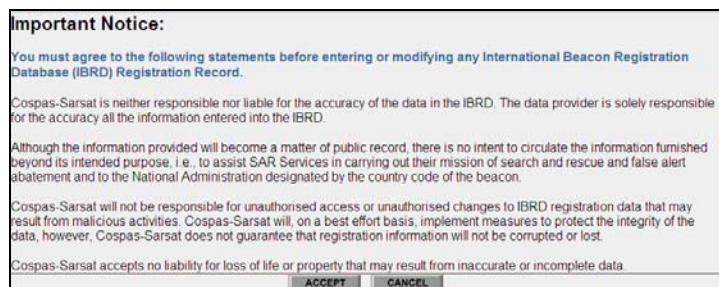
[To register a beacon or view/amend your registration data click here](#)



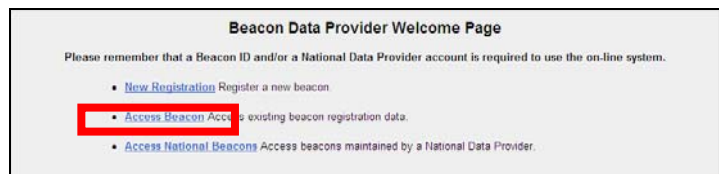
Choose the interface language.



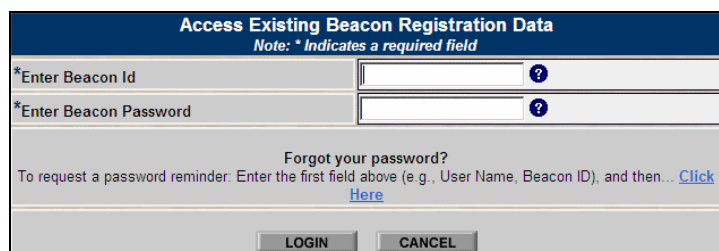
Read and accept the notice.



Click "Access Beacon".



Enter the beacon ID and the password for the beacon you want to access.



Click "Login".

After clicking **Login**, you will see the “Update Registration” form.

PLB Information

Beacon ID (Unique Identifier)
D4EF009E0800E08
(15 character ID provided by manufacturer)

Manufacturer [dropdown]
If "Other" [text input]

Model Number [text input]

C-S Type Approval Number [text input]

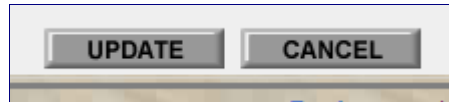
Beacon Homing Device [dropdown]

Additional Beacon Information [text area]

Date Confirmation Sent (no date/time recorded)
Date Confirmation Last Received (no date/time recorded)
Special Status Normal
Previous Special Status Normal

Date First Registered null
Date Last Updated null
Special Status Last Updated (no date/time recorded)

Enter the information you wish to add or change and click **UPDATE** at the bottom of the page when you are done. You can always come back and update more information whenever you need.



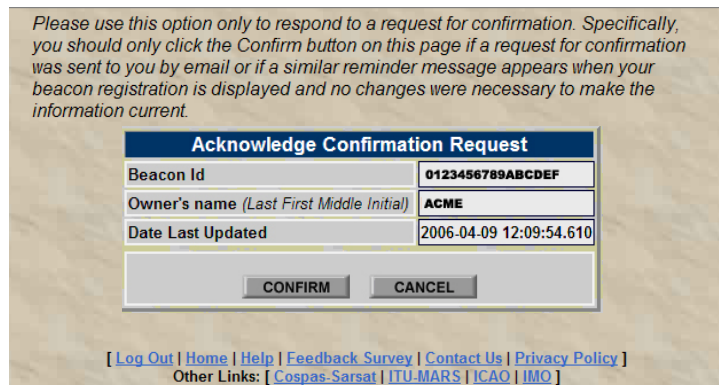
a) Acknowledge Confirmation Request

If you have provided an email address in the Owner/Operation section, you will receive an email two years after the last update of your beacon’s registration information. A beacon registration that has not been updated or confirmed in more than 10 years will be removed from the database. You may also see a request for confirmation when you log back in to your registration record after two years after the last update.

To acknowledge your registration without any modification, click on **Acknowledge Confirmation Request** at the top of the VIEW ONLY page.

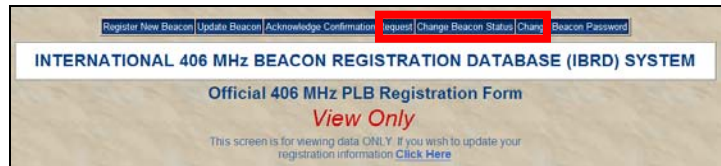


When you see the confirmation page, click **CONFIRM**.



b) Change Beacon Status

If your beacon has been lost, stolen, sold, replaced, destroyed or out of service, you can change its status by clicking **Change Beacon Status** at the top of the VIEW ONLY page.



When you see this page, select the appropriate status for your beacon.

You can also enter comments or information for that beacon. When you are done, click **SUBMIT**.

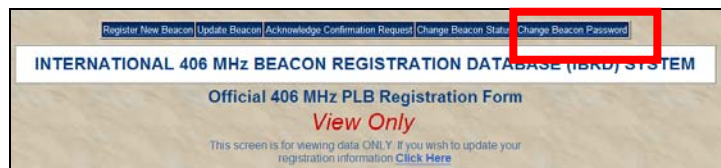
The 'Change Beacon Status' form contains the following fields and options:

Beacon Id	D4EF000E0800E08
Previous Special Status	Normal
*Select Beacon Status	<input type="radio"/> Lost <input type="radio"/> Stolen <input type="radio"/> Sold <input type="radio"/> Replaced <input type="radio"/> Destroyed <input type="radio"/> Out of Service <input checked="" type="radio"/> Normal
Enter Reason or Comments	<input type="text"/>

Buttons: SUBMIT, CANCEL

c) Change Beacon Password

At any time, you can change the beacon's password. To do so, click on **Change Beacon Password**.



You will need to enter the old password and enter the new password twice.

When you are done, click on **SUBMIT**.

The 'Change Password' form contains the following fields:

Owner's name	Secretariat
Beacon Id	D4EF000E0800E08
*Enter old password	<input type="password"/>
*Enter new password	<input type="password"/>
*Enter new password again for validation	<input type="password"/>

Buttons: SUBMIT, CANCEL

2.4 Troubleshooting

a) Forgot the password?

Click on "Click Here".
If you provided a valid email address in your registration, the password associated with the beacon ID will be emailed to you.

The beacon ID must be typed in the field first in order for this function to work.



Type in the answer to your secret question.

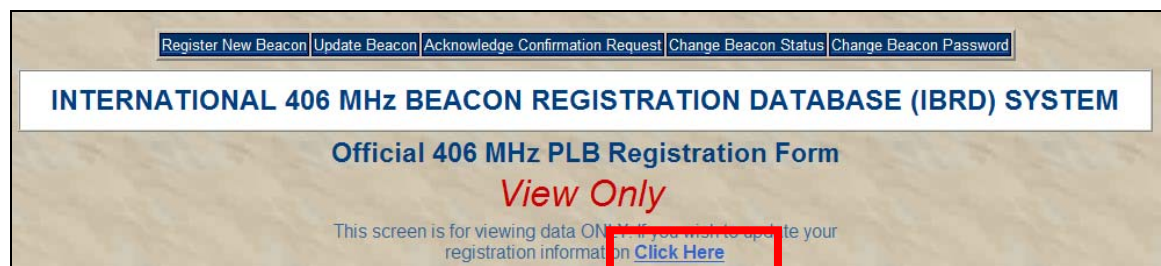
The password will then be sent by email to the address indicated in the Owner/Operator section.

If you do not have access to that email account, please call the Cospas-Sarsat Secretariat's Database Manager. You will need to know the beacon ID and the vehicle owner/operator with complete address and phone numbers.

b) Session timed out message

For security reasons, the registration form is active for only 20 minutes. After that time, you must log back in and create your beacon registration again. It will not be saved if you didn't click "Submit".

If you have an unreliable Internet connection, you can fill in the required fields (marked with an asterisk *) then submit your registration. To add more information afterward, you can click on the link under the VIEW ONLY text.



2.5 Sample Registration Forms

Example 1 - View of EPIRB registration form

Example 2 - View of ELT registration form

Example 3 - View of PLB registration form

***Cospas-Sarsat only accepts registration via the online interface.

These forms are provided only to allow the users to collect the appropriate data.

Example 1 - View of EPIRB Registration Form

EPIRB Information

Beacon ID (Unique Identifier)
2A6C1300DEFFBFF
(15 character ID provided by manufacturer)

Manufacturer
AlliedSignal Aerospace Canada

Model Number

C-S Type Approval Number 38

Activation Type (no data provided)

Beacon Homing Device

Additional Beacon Information

Date Confirmation Sent (no date/time recorded)

Date Confirmation Last Received (no date/time recorded)

Special Status Normal

Previous Special Status Normal

Date First Registered null

Date Last Updated null

Special Status Last Updated (no date/time recorded)

Owner/Operator Information

***Name** (Last First Middle Initial)

Address

City

State/Province

Postal Code **Country**

E-mail

(Please note: Email is the ONLY available method for IBRD User correspondence)

Telephone

Vessel Information

***Type**

Number Of Masts

Power - Other

Non-Power - Other

Vessel Name

Vessel Color

Survival Crafts/Equipment

Life Boat (No. of) **Life Raft** (No. of)

Radio Equipment (Check all that apply)

VHF MF HF SSB Other

Vessel Telephone Numbers

Radio Call Sign **INMARSAT**

Vessel Cellular **MMSI Number**

Length Overall **Capacity**
(in meters/yards) (Crew and Passengers)

Official Registration Number

Vehicle Nationality
(three digit code from ITU)

Equipped with Simplified Voyage Data Recorder

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

***Name of Primary 24-Hour Emergency Contact**

Address

Telephone

Name of Alternate 24-Hour Emergency Contact

Address

Telephone

UPDATE **CANCEL**

Example 2 - View of ELT Registration Form

ELT Information

Beacon ID (Unique Identifier)
53683D80F6FFBFF
(15 character ID provided by manufacturer)

Manufacturer
If "Other"

Model Number Beacon Homing Device

C-S Type Approval Number 123 Additional Beacon Information

Date Confirmation Sent (no date/time recorded) Date First Registered null
Date Confirmation Last Received (no date/time recorded) Date Last Updated null
Special Status Normal Special Status Last Updated (no date/time recorded)
Previous Special Status Normal

Owner/Operator Information

*Name Telephone *
(Last First Middle Initial)

Address

City

State/Province

Postal Code Country

E-mail
(Please note: Email is the ONLY available method for IBRD User correspondence)

Aircraft Information

*Type Survival Crafts/Equipment
If "Other" Deployable
(Describe and List Quantity)

Aircraft Manufacturer Fixed
(Describe and List Quantity)

Aircraft Model Aircraft Color

Aircraft Operating Agency *Official Registration Number

Seating Capacity Aircraft 24 Bit Address

Radio Equipment (Check all that apply) Aircraft Nationality
(three digit code from ITU)

VHF MF HF
 SSB Other

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

*Name of Primary 24-Hour Emergency Contact Name of Alternate 24-Hour Emergency Contact

Address Address

Telephone * Telephone

Example 3 - View of PLB Registration Form

PLB Information

Beacon ID (Unique Identifier)
C22F0001EC001EC
(15 character ID provided by manufacturer)

Manufacturer
If "Other"

Model Number Beacon Homing Device

C-S Type Approval Number Additional Beacon Information

Date Confirmation Sent (no date/time recorded) Date First Registered null
Date Confirmation Last Received (no date/time recorded) Date Last Updated null
Special Status Normal Special Status Last Updated (no date/time recorded)
Previous Special Status Normal

Owner/Operator Information

*Name Telephone *
(Last First Middle Initial)

Address

City

State/Province

Postal Code Country

E-mail
(Please note: Email is the ONLY available method for IBRD User correspondence)

General Usage Information

Specific Usage
If "Other"

*Type
If "Other"

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

*Name of Primary 24-Hour Emergency Contact <input type="text" value=""/>	Name of Alternate 24-Hour Emergency Contact <input type="text" value=""/>
Address <input type="text" value=""/> <input type="text" value=""/>	Address <input type="text" value=""/> <input type="text" value=""/>
Telephone * <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>	Telephone <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>

- Page left blank -

PART 3 - NATIONAL DATA PROVIDERS

- Page left blank -

3.1 National Data Provider User Account

A National IBRD Point of Contact is designated by each Administration. This person is in charge of distributing the user accounts throughout the Administration. This account is used to register beacons on behalf of beacon owners at a national level.

To request user access for an Administration, a letter using a format similar to the template found at

<http://www.cospas-sarsat.org/DocumentsDSeries/IBRDTemplateLetter.doc> must be sent by mail or fax to the Cospas-Sarsat Secretariat. The letter must be signed by the Administration's ICAO, IMO or Cospas-Sarsat Representative. Cospas-Sarsat will then reply, by letter, with the user accounts and passwords, for further distribution within the Administration by the appointed National IBRD Point of Contact.

If the National password has been lost, please contact the secretariat (mail@cospas-sarsat.int or +1 514-954-6761)

3.2 Access National Beacons (National Data Providers)

National beacons are beacons that have been input by National Data Providers. The National Data Provider is a national administration that has informed Cospas-Sarsat of their decision to make use of the IBRD to allow 24-hour access to 406 MHz beacon registration data for all beacons encoded with their country code(s), while retaining full responsibility for the collection, control and updates of all registration data associated with these beacons.

Note: If a beacon has been individually registered (i.e. by the beacon owner), it must be assigned to the national beacon list by the National Data Provider before it can be viewed under the national beacon list (see section 2.3 d).

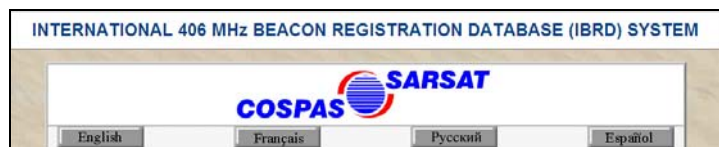
Go to:

<http://www.406registration.com>

Click on the first link:

[To register a beacon or view/amend your registration data click here](#)

Choose the interface language.



Read and accept the notice.

Important Notice:

You must agree to the following statements before entering or modifying any International Beacon Registration Database (IBRD) Registration Record.

Cospas-Sarsat is neither responsible nor liable for the accuracy of the data in the IBRD. The data provider is solely responsible for the accuracy all the information entered into the IBRD.

Although the information provided will become a matter of public record, there is no intent to circulate the information furnished beyond its intended purpose, i.e. to assist SAR Services in carrying out their mission of search and rescue and false alert abatement and to the National Administration designated by the country code of the beacon.

Cospas-Sarsat will not be responsible for unauthorised access or unauthorised changes to IBRD registration data that may result from malicious activities. Cospas-Sarsat will, on a best effort basis, implement measures to protect the integrity of the data, however, Cospas-Sarsat does not guarantee that registration information will not be corrupted or lost.

Cospas-Sarsat accepts no liability for loss of life or property that may result from inaccurate or incomplete data

Click “Access National Beacons”.

Beacon Data Provider Welcome Page

Please remember that a Beacon ID and/or a National Data Provider account is required to use the on-line system.

- [New Registration](#) Register a new beacon
- [Access Beacon](#) Access existing beacon registration data.
- [Access National Beacon](#)** Access beacons maintained by a National Data Provider.

Enter your National Data Provider username and password as provided by Cospas-Sarsat Secretariat.

Access National Beacons
Note: * Indicates a required field

*Enter User Name ?

*Enter password ?

Forgot your password?
For assistance please contact: [IBRD Administrator](#)

Click **LOGIN**.

National Data Provider Menu

The screenshot shows the 'INTERNATIONAL 406 MHz BEACON REGISTRATION DATABASE (IBRD) SYSTEM' interface. The main menu includes: Upload Records, Register New Beacon, View Beacon, Update Beacon, Acknowledge Confirmation Request, Change Beacon Status, Change Beacon Password, Assign Beacon To National List, and Remove Beacon From National List. Below this is a table of 'Registered Beacons of National Data Provider:secretariat' with columns for Select, Beacon ID, Country, Date Last Updated, Beacon Type, Owner's Name, (EPIRB)-Vessel Name / (ELT)-Vehicle Manufacturer - Model/ (PLB)-Vehicle Type, Radio Call Sign / Aircraft Tail Number / Usage Info, and MMSI. A secondary menu at the bottom repeats the main menu items. Callout boxes provide detailed instructions for each action.

INTERNATIONAL 406 MHz BEACON REGISTRATION DATABASE (IBRD) SYSTEM

Upload Records | Register New Beacon | View Beacon | Update Beacon | Acknowledge Confirmation Request | Change Beacon Status | Change Beacon Password | Assign Beacon To National List | Remove Beacon From National List

[Refresh Listing](#)

Registered Beacons of National Data Provider:secretariat

Select	Beacon ID	Country	Date Last Updated	Beacon Type	Owner's Name	(EPIRB)-Vessel Name / (ELT)-Vehicle Manufacturer - Model/ (PLB)-Vehicle Type	Radio Call Sign / Aircraft Tail Number / Usage Info	MMSI
Print Save As Need help with this page?								

Upload Records | Register New Beacon | View Beacon | Update Beacon | Acknowledge Confirmation Request | Change Beacon Status | Change Beacon Password | Assign Beacon To National List | Remove Beacon From National List

Callout Boxes:

- Upload Records:** Click to upload an XML file.
- View Beacon:** Select a beacon and click to view details.
- Acknowledge Confirmation Request:** Click to acknowledge a request for confirmation of beacon information.
- Change Beacon Status:** Select a beacon and click to change the password.
- Assign Beacon To National List:** Select a beacon and click to disassociate the beacon from the National list.
- Register New Beacon:** Click to register beacons individually.
- Update Beacon:** Select a beacon and click to update information.
- Change Beacon Status:** Select a beacon and click to change its status to DESTROYED, LOST, OUT OF SERVICE, REPLACED, SOLD, STOLEN
- Assign Beacon To National List:** Click, then type the registered beacon ID you want to assign to your National list. The beacon must have been registered by an individual.
- Save As:** Click to save National List to a TAB or Comma file importable in spreadsheets and databases.

a) Uploading beacons using an XML file

XML: eXensible Markup Language, is a flexible way to create common information formats and share both the format and the data on the World Wide Web, intranets, and elsewhere. The IBRD only accepts this type of format for the upload of records as described in the Cospas-Sarsat document D.004 - Operations Plan for the Cospas-Sarsat International 406 MHz Beacon Registration Database.

From the National Data Provider menu, click “**Upload Records**”



After the “Please specify the file to upload” window appears, click Browse...



When the “Choose file” window appears, select the location where your XML file is saved in.



Select your file and click Open.

Verify the name of the file and click **SUBMIT**.



b) New registration by National Data Provider

To register beacons individually, click “**Register New Beacon**”.

The screenshot shows the 'INTERNATIONAL 406 MHz BEACON REGISTRATION DATABASE (IBRD) SYSTEM' interface. A navigation menu at the top includes buttons for 'Upload Records', 'Register New Beacon', 'View Beacon', 'Update Beacon', 'Acknowledge Confirmation Request', 'Change Beacon Status', 'Change Beacon Password', 'Assign Beacon To National List', and 'Remove Beacon From National List'. The 'Register New Beacon' button is highlighted with a red rectangle. Below the menu is a table titled 'Registered Beacons of National Data Provider-secretariat' with columns for 'Select', 'Beacon ID', 'Country', 'Date Last Updated', 'Beacon Type', 'Owner's Name', 'EPIRB-Vessel Name / (E.T.) Vehicle Manufacturer - Model/ (PLB) Vehicle Type', 'Radio Call Sign / Aircraft Tail Number / Usage Info', and 'MMSI'. A 'Refresh Listing' link is also present.

Enter the Beacon ID twice. (The beacon ID is the unique 15 character hexadecimal identifier associated with your beacon. It can be found on the beacon label or in the documentation provided by the beacon manufacturer.)

The screenshot shows the 'New Registration' form. A note at the top states: 'Note: * Indicates a required field'. The form contains the following fields:

- *Enter Beacon Id (text input)
- *Enter Beacon Id again for validation (text input)
- *Enter Beacon Password (text input)
- *Enter Beacon Password again for validation (text input)
- *Select security question (dropdown menu with '[Select security question]' selected)
- *Enter security answer (text input)

 At the bottom of the form are 'SUBMIT' and 'CANCEL' buttons.

Choose a password. Type it in twice.

Select a security question and type in its answer.

Select **Submit**.

A form appropriate to the type of beacon (ELT, EPIRB or PLB) you have entered will appear.

Required fields

In order to complete registration, **required fields** must be populated:

- Beacon ID
- Password
- Owner Name
- Owner phone number
- Owner phone number type (for example: home, cell, work, fax, other)
- Emergency contact Name
- Emergency contact phone number
- Emergency contact phone number type (for example: home, cell, work, fax, other)
- Vehicle Type
- Vehicle Name (not required for PLB)
- MMSI or Call Sign (for EPIRB only)
- Vehicle Registration Number (not required for PLB)

Filling in the other fields is not required. However, the more information you provide, the better SAR services can assist you in the event of a distress. For example, the **Additional Data** field can be used to provide information on specific voyage plans and can be regularly updated.

EXAMPLE: Required fields are marked with an asterisk (*).

EPIRB Information

Beacon ID (Unique Identifier)
2A6C1300DEFFBFF
(15 character ID provided by manufacturer)

Manufacturer
AlliedSignal Aerospace Canada

Activation Type (no data provided)

Model Number

Beacon Homing Device

C-S Type Approval Number 38

Additional Beacon Information

Date Confirmation Sent (no date/time recorded)
Date Confirmation Last Received (no date/time recorded)
Special Status Normal
Previous Special Status Normal

Date First Registered null
Date Last Updated null
Special Status Last Updated (no date/time recorded)

Owner/Operator Information

***Name** (Last, First, Middle, Initial)

Telephone*

Address

City

State/Province

Postal Code **Country**

E-mail
(Please note: Email is the ONLY available method for IBRD User correspondence)

Vessel Information

***Type**

Radio Equipment (Check all that apply)
 VHF MF HF SSB Other

Number Of Masts

Power - Other

Vessel Telephone Numbers

Radio Call Sign **INMARSAT**

Vessel Cellular **MMSI Number**

Length Overall **Capacity**
(in meters/yards) (Crew and Passengers)

Official Registration Number
(three digit code from ITU)

Vessel Color

Survival Crafts/Equipment

Life Boat **Life Raft**
(No. of) (No. of)

Equipped with Simplified Voyage Data Recorder

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

***Name of Primary 24-Hour Emergency Contact**

Name of Alternate 24-Hour Emergency Contact

Address

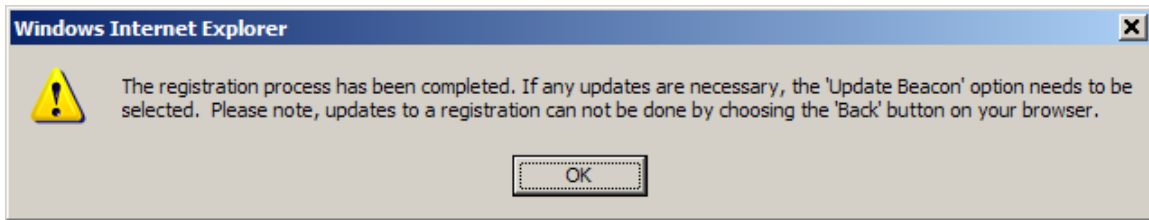
Address

Telephone*

Telephone

UPDATE **CANCEL**

After clicking **UPDATE**, a window will pop-up. This window may mention warnings even if the registration was completed successfully or may simply indicate a successful registration without warnings.



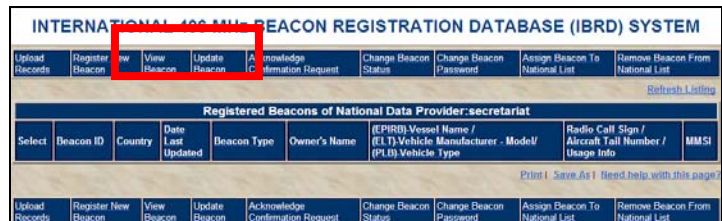
Note:

If a valid email address has been entered in the email field an automatic confirmation message will be sent after successful registration of the beacon. Be aware that some email providers may block this confirmation email or send it to the junk mail folder. The email will come from the address DbAdmin@406registration.com. The National Data Provider may enter the beacon owner's email address or the National Data Provider's email address if they wish to receive all the reminder emails.

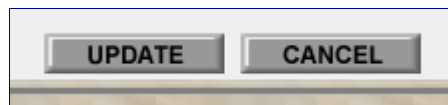
c) View or update registration information

If you need to view or amend the registration information associated with a beacon, please complete the following steps.

After logging in as the National Data Provider, select in the list the beacon you wish to view or update.



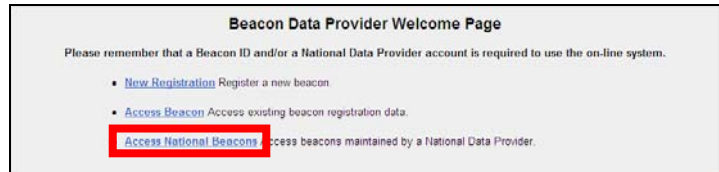
Enter the information you wish to add or change and click **UPDATE** at the bottom of the page when you are done. You can always come back and update more information whenever you need.



d) Acknowledge confirmation request

Every two years, an email is sent if a valid email address has been provided with the beacon registration. This email serves a reminder to the recipient to update the registration information. As a National Data Provider, the email address should correspond to the person registering the beacons for the Administration.

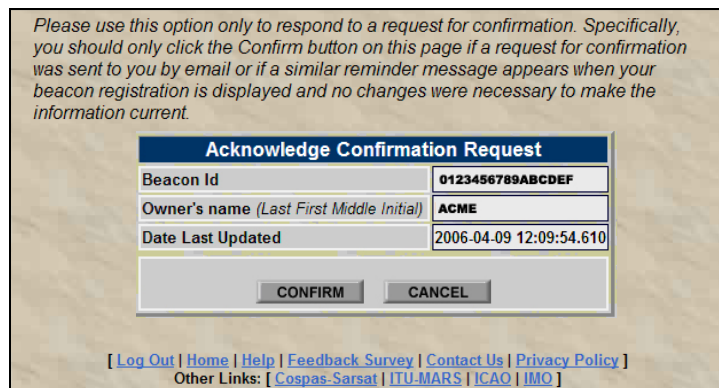
To access this option, log in as the National Data Provider.



From your beacon list, select the beacon you want to update. Click on **“Acknowledge Confirmation Request”**



The next page will appear with the beacon’s information. Click **“Confirm”**.

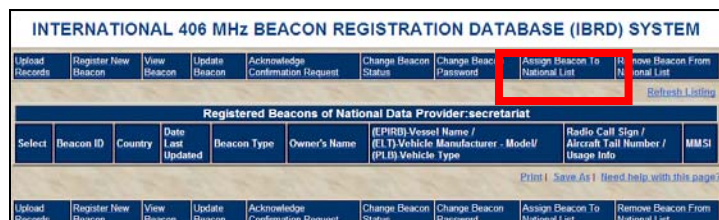


e) Assign beacon to National list

An Administration may wish to take control of a user’s beacon registration in order to centrally manage all the beacons with their country code(s). The National Data Provider must obtain the password associated with the beacon (usually from the beacon owner) in order to assign the record to the National Data Provider’s list.

From the National Data Provider menu, click **“Assign Beacon to National List”**.

Enter the beacon ID and the password of the beacon you want to assign to the National list.



The password must be provided to the National Data Provider by the beacon owner.

After clicking **SUBMIT**, the beacon will be added to the National list. You will be required to create a new password for the beacon.

f) Remove beacon from National list

An Administration may decide to give control to the beacon owner after registering the beacon for them. In this case, the Administration removes the record from its national list and gives access to the beacon owner. A new password will need to be created and given to the beacon owner so they can access the registration details online. The registration is not deleted. It is simply removed from the National list.

From the National Data Provider page, select the beacon you want to have unassigned and click **Remove Beacon From National List**.

Confirm you really want to remove the beacon from the National list.

Remember to give the beacon owner the password to access this beacon.

g) Download National List from IBRD

This option allows the National Data Provider to download or export a complete list of beacons registered by the Administration. After downloading the data, it can easily be imported into a database software or Microsoft Excel.

At the bottom of the beacon list, click Save As.

When the *Script Prompt* window appears, select the format you wish to use.

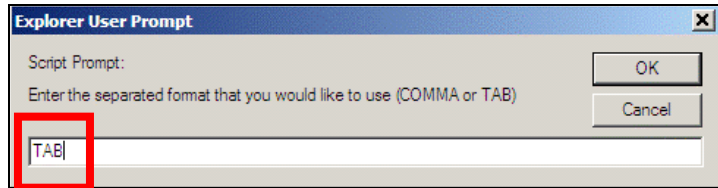
Type COMMA or TAB and click OK.

*We recommend using TAB in case the data has commas in the owner names or addresses. The values in the TAB file are separated by tabulations.

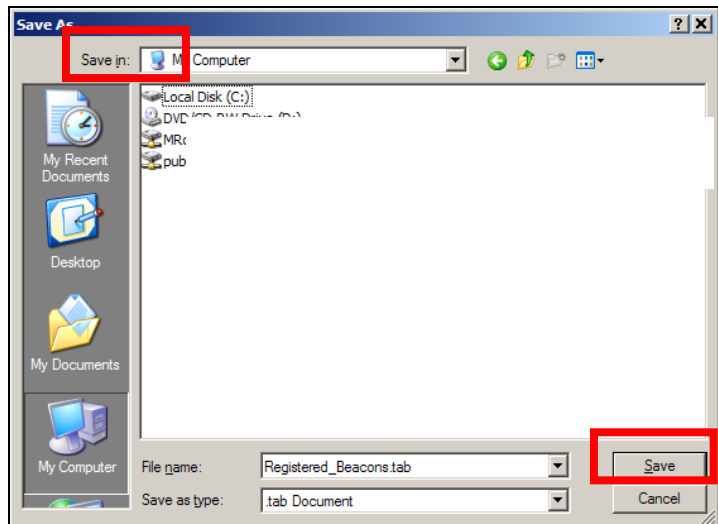
When asked to save the file, click **SAVE**.

Select the location where you want to save your file in.

Click **SAVE**.

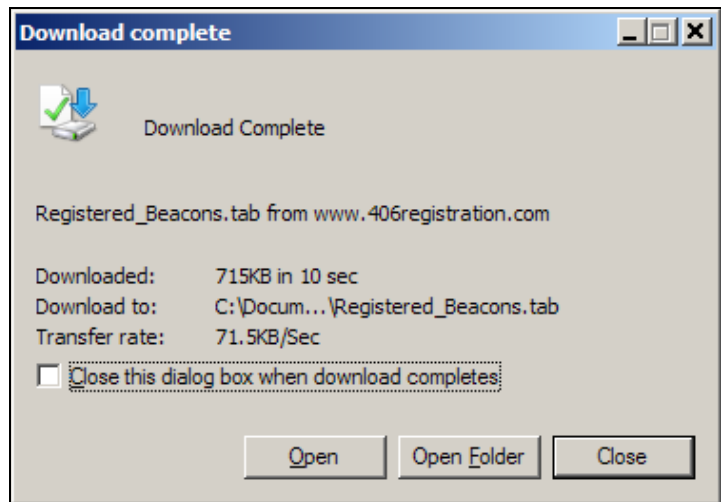


If you choose COMMA, the file values will be separated by commas. The file is commonly called a "Comma separated values" file with the extension (.csv).



This window will appear once the download is complete.

Click one of the three buttons.



3.3 Sample Registration Forms and Letter of Intent

Example 1 - View of EPIRB registration form

Example 2 - View of ELT registration form

Example 3 - View of PLB registration form

Example 4 - Notification of Intent to use the IBRD and Request for IBRD User Identification and Password

***Cospas-Sarsat only accepts registration via the online interface.

These forms are provided only to allow the users to collect the appropriate data.

Example 1 - View of EPIRB Registration Form

EPIRB Information

Beacon ID (Unique Identifier)
2A6C1300DEFFBFF
(15 character ID provided by manufacturer)

Manufacturer **Activation Type**

Model Number **Beacon Homing Device**

C-S Type Approval Number 38 **Additional Beacon Information**

Date Confirmation Sent (no date/time recorded) **Date First Registered** null
Date Confirmation Last Received (no date/time recorded) **Date Last Updated** null
Special Status Normal **Special Status Last Updated** (no date/time recorded)
Previous Special Status Normal

Owner/Operator Information

***Name** **Telephone**

(Last First Middle Initial)

Address

City

State/Province

Postal Code **Country**

E-mail

(Please note: Email is the ONLY available method for IBRD User correspondence)

Vessel Information

***Type**

Radio Equipment (Check all that apply)
 VHF MF HF SSB Other

Number Of Masts

Power - Other

Non-Power - Other

Vessel Name

Vessel Color

Survival Crafts/Equipment

Life Boat **Life Raft**
(No. of) (No. of)

Vessel Telephone Numbers

Radio Call Sign **INMARSAT**

Vessel Cellular **MMSI Number**

Length Overall **Capacity**
(in meters/yards) (Crew and Passengers)

Official Registration Number

Vehicle Nationality
(three digit code from ITU)

Equipped with Simplified Voyage Data Recorder

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

***Name of Primary 24-Hour Emergency Contact**

Name of Alternate 24-Hour Emergency Contact

Address

Address

Telephone

Telephone

Example 3 - View of PLB Registration Form

PLB Information

Beacon ID (Unique Identifier)
C22F0001EC001EC
(15 character ID provided by manufacturer)

Manufacturer

If "Other"

Model Number

Beacon Homing Device

C-S Type Approval Number

Additional Beacon Information

Date Confirmation Sent (no date/time recorded)

Date Confirmation Last Received (no date/time recorded)

Special Status Normal

Previous Special Status Normal

Date First Registered null

Date Last Updated null

Special Status Last Updated (no date/time recorded)

Owner/Operator Information

*Name
(Last First Middle Initial)

Address

City

State/Province

Postal Code Country

E-mail
(Please note: Email is the ONLY available method for IBRD User correspondence)

Telephone *

General Usage Information

Specific Usage

If "Other"

*Type

If "Other"

Additional Vehicle/Usage Information

Emergency Contact Information (Please indicate someone other than the owner)

*Name of Primary 24-Hour Emergency Contact

Name of Alternate 24-Hour Emergency Contact

Address

Address

Telephone *

Example 4 - Notification of Intent to use the IBRD and Request for IBRD User Identification and Password

(Please modify this form as appropriate and fax or mail to the address below)

TO: Cospas-Sarsat IBRD Administrator
Cospas-Sarsat Programme, 700 de la Gauchetière West, Suite 2450
Montreal, Quebec H3B 5M2 Canada
Fax: +1-514-954-6750

I would like to request access to the Cospas-Sarsat International Beacon Registration Database (IBRD) on behalf of [*country*] for the following purposes (*select as appropriate*):

- bulk uploading of data by our National Data Provider,
- IBRD queries by our authorized national SAR services,
- IBRD queries by our authorized ship and aircraft inspectors and maintenance facilities.

I request that a user identification and password be issued for each of the user categories selected above.

I understand that:

- each user identification and password provided is associated with a different level of access to the IBRD as specified in document C/S D.001, and that it is the responsibility of our National IBRD Point of Contact to appropriately distribute this information locally; and
- it is the responsibility of the data provider to ensure the accuracy and completeness of the data provided.

I designate the following to be [*country's*] National IBRD Point of Contact:

Name	
Full Mailing Address	
Phone	
Facsimile	
Email	

Sincerely,

Cospas-Sarsat Representative (or ICAO / IMO Representative)

- Page left blank -

**PART 4 -
NATIONAL SAR SERVICES
AND AUTHORIZED INSPECTORS**

- Page left blank -

4.1. National SAR Services and Authorized Inspectors User Accounts

a) National SAR Services

This account allows search and rescue (SAR) services to browse existing beacon records in the IBRD to obtain valuable information about the owner, vehicle, whereabouts, etc. All SAR services should have access for use in distress situations.

b) Authorized Ship and Aircraft Inspectors and Maintenance Facilities

This account is for inspectors and maintenance personnel who wish to confirm that a beacon has been registered. This access does not allow visibility into owner/operator information and is used only to confirm that a beacon is properly registered. Owner/operator contact information is hidden for users of this type of account.

To request user access for an Administration, a letter using a format similar to the template found at <http://www.cospas-sarsat.org/DocumentsDSeries/IBRDTemplateLetter.doc> must be sent by mail or fax to the Cospas-Sarsat Secretariat. The letter must be signed by the Administration's ICAO, IMO or Cospas-Sarsat Representative. Cospas-Sarsat will then reply, by letter, with the user accounts and passwords, for further distribution within the Administration by the appointed National IBRD Point of Contact.

If the National password has been lost, please contact the secretariat (mail@cospas-sarsat.int or +1 514-954-6761)

4.2. Beacon Search for SAR Services

Go to
www.406registration.com.

Click the second link:
[To search the database \(SAR services and officials only / password required\) click here](#)

Log in using the username and password provided to your National IBRD Point of Contact by Cospas-Sarsat.

***** Please note: search pages are available only in English.**



Account Login Information
*Note: * Indicates a required field*

Please enter your user ID and password below, then click the "Login" button to access to Beacon Registration Database System.

*Enter user ID

*Enter password

Forgot your password?
For assistance please contact: [IBRD Administrator](#)

Information on password request procedures can be found at <http://www.cospas-sarsat.org/DocumentsDSeries/D1Oct04.pdf>. To determine if your country has been issued an account, please email DBAdmin@406registration.com. NOTE: This email account is monitored only during normal business hours (Eastern Standard Time).

Read and accept the notice.

Important Notice:

You must agree to the following statements before querying the IBRD.

Registration data obtained from the IBRD will be used for Search and Rescue purposes only

Cospas-Sarsat does not guarantee the accuracy or completeness of the data and accepts no liability for loss of life or property which may result from inaccurate or incomplete data.

After accepting the notice, you will be directed to the search page.

SAR User (search options)

Beacon Registration Type: <input type="text" value="All"/> <input type="text" value="EPFRB"/>	Registration Number: <input type="text"/>	Last Updated: <input type="text" value="11"/>
Beacon ID: <input type="text"/>	Radio Call Sign: <input type="text"/>	Last Confirmation Date: <input type="text" value="11"/>
Vessel Name: <input type="text"/>	Vehicle Type: <input type="text"/>	Beacon Status: <input type="text" value="Normal"/> <input type="text" value="Active"/>
Aircraft Manufacturer: <input type="text"/>	National Data Provider: <input type="text"/>	Sort by: <input type="text" value="Beacon ID"/>
Aircraft Model: <input type="text"/>	MMSI: <input type="text"/>	
Owner's Name: <input type="text"/>		

a) Search for a specific beacon ID (hex ID) or type

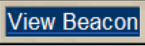
Enter the beacon ID and leave everything else blank.

Then, click the  button.

Please note: If the beacon ID entered in the search field belongs to an Administration that does not allow individual registration in the IBRD, the point of contact for that beacon’s national registry appears on the screen. This information can also be found in Annex 1/F of document A.001, available at www.cospas-sarsat.org under the “Documents” tab.

If the beacon ID entered in the search field contains a country code allowed in the IBRD and happens to not be registered you will simply see “results 0 of 0 records found”.

b) View a beacon

Select the beacon and click 

c) Search options

- | | |
|-----------------------|--|
| Beacon Type | Radio Call Sign |
| Beacon ID | Vehicle Type |
| Vessel Name | MMSI |
| Aircraft Manufacturer | Date Last Updated |
| Aircraft Model | Last Confirmation Date |
| Owner’s Name | Beacon Status (default is Normal and Active) |
| Registration Number | |

d) Sort-by options

Click the top of the column to sort the information by that criterion.

- | | |
|-------------------|-----------------|
| Beacon ID | Owner’s Name |
| Country | Vessel Name |
| Date Last Updated | Radio Call Sign |
| Beacon Type | MMSI |

Select	Beacon ID	Country	Date Last Updated	Beacon Type	Owner's Name	(EPIRB)-Vessel Name / (ELT)-Vehicle Manufacturer - Model/ (PLB)-Vehicle Type	Radio Call Sign / Aircraft Tail Number / Usage Info	MMSI
--------	-----------	---------	-------------------	-------------	--------------	--	---	------

e) General search using wildcards

Add only one "*" (asterisk) at the end of the filter criteria for certain fields. Wildcards at the beginning of a search parameter are not allowed.

Enter at least 3 characters for a wildcard search on beacon ID.

For other fields, one character and * is enough.

Example of wildcard search:

abc* or **R*** or **3BF*** or **v***

f) Save and export your search

Click "**Save As**" at the bottom of the screen

Choose TAB (Tab separated values) or COMMA (Comma separated values) format.

Click Save.

Choose location and name of file. Click Save.

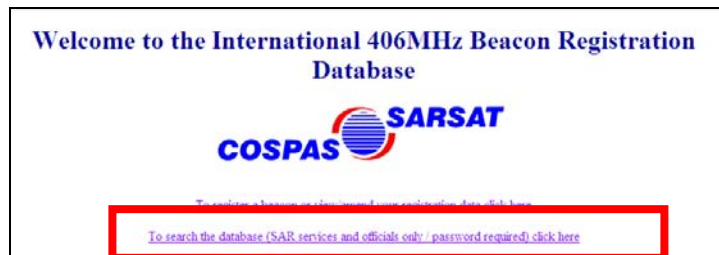
You can then import this file into Excel, Access or other database programs.

4.3. Beacon Search for Authorized Inspectors

This section is for Ship and Aircraft Inspectors and for Maintenance Personnel. Inspectors may have to confirm a beacon is registered properly according to the Administration's standards. Inspectors can log in and verify that the beacon has been registered. Only beacon information and vessel/aircraft information are made available. This type of account does not allow access to owner or emergency contact.

To access this section, go to www.406registration.com.

Click the second link: [To search the database \(SAR services and officials only / password required\) click here](#)




Log in using the username and password provided to your National IBRD Point of Contact by Cospas-Sarsat. *Please note search pages are available only in English.*

Information on password request procedures can be found at www.cospas-sarsat.org/IBRD. To determine if your country has been issued an account, please email dbadmin@406registration.com. NOTE: This email account is monitored only during normal business hours (Eastern Time in Canada).

After logging in successfully, you will be directed to the search page.

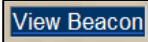
***Note that you cannot search by Owner Name as it is not available with this type of user account.

a) Search for a specific beacon ID (hex ID) or type:

Enter the beacon ID and leave everything else blank.
Then, click the  button.

Please note: If the beacon ID entered in the search field belongs to an Administration that does not allow individual registration in the IBRD, the point of contact for that beacon's national registry appears on the screen. This information can also be found in Annex 1/F of document A.001, available at www.cospas-sarsat.org under the "Documents" tab. If the beacon ID entered contains a country code allowed in the IBRD and happens to not be registered you will simply see "results 0 of 0 records found".

b) View a beacon:

Select the beacon and click 

c) Search options:

Beacon Type	Radio Call Sign
Beacon ID	Vehicle Type
Vessel Name	MMSI
Aircraft Manufacturer	Date Last Updated
Aircraft Model	Last Confirmation Date
Registration Number	Beacon Status (default is Normal and Active)

d) Sort-by options

Click the top of the column to sort the information by that criterion.

Beacon ID	Vessel Name
Country	Radio Call Sign
Date Last Updated	MMSI
Beacon Type	

Select	Beacon ID	Country	Date Last Updated	Beacon Type	Owner's Name	(EPIRB)-Vessel Name / (ELT)-Vehicle Manufacturer - Model/ (PLB)-Vehicle Type	Radio Call Sign / Aircraft Tail Number / Usage Info	MMSI
--------	-----------	---------	-------------------	-------------	--------------	--	---	------

e) General search using wildcards

Add only one "*" (asterisk) at the end of the filter criteria for certain fields. Wildcards at the beginning of a search parameter are not allowed.

Enter at least 3 characters for a wildcard search on beacon ID.

For other fields, one character and * is enough.

Example of wildcard search:

abc* or **R*** or **3BF*** or **v***

f) Save and export your search

Click "**Save As**" at the bottom of the screen

Choose TAB (Tab separated values) or COMMA (Comma separated values) format.

Click Save.

Choose location and name of file. Click Save.

You can then import this file into Excel, Access or other database programs.

4.4 Notification of Intent to use the IBRD and Request for IBRD User Identification and Password

(Please modify this form as appropriate and fax or mail to the address below)

TO: Cospas-Sarsat IBRD Administrator
Cospas-Sarsat Programme, 700 de la Gauchetière West, Suite 2450
Montreal, Quebec H3B 5M2 Canada
Fax: +1-514-954-6750

I would like to request access to the Cospas-Sarsat International Beacon Registration Database (IBRD) on behalf of [*country*] for the following purposes (*select as appropriate*):

- bulk uploading of data by our National Data Provider,
- IBRD queries by our authorized national SAR services,
- IBRD queries by our authorized ship and aircraft inspectors and maintenance facilities.

I request that a user identification and password be issued for each of the user categories selected above.

I understand that:

- each user identification and password provided is associated with a different level of access to the IBRD as specified in document C/S D.001, and that it is the responsibility of our National IBRD Point of Contact to appropriately distribute this information locally; and
- it is the responsibility of the data provider to ensure the accuracy and completeness of the data provided.

I designate the following to be [*country's*] National IBRD Point of Contact:

Name	
Full Mailing Address	
Phone	
Facsimile	
Email	

Sincerely,

Cospas-Sarsat Representative (or ICAO / IMO Representative)

- END OF DOCUMENT -