**PREPARATION FOR ARRIVAL IN PORT**

**Section A**

Pre –Arrival Bridge Meeting

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| AT LEAST ONE HOURS BEFORE LEAVING PORT THE ROUTINE CHECKS MENTIONED IN THIS FORM ARE TO BE CARRIED OUT BY THE DEPARTMENTS. ENTRY TO BE MADE THE DECK AND ENGINE LOG BOOK UNDER THE HEADING “ALL CHECKS, ACCORDING TO THE FORM “KFS/IMSF/SOM/ Preparation For Arrival In Port” List WERE MADE AND FOUND SATISFACTORY”. | | | | | |
| **Sl No.** | | **Item** | | **Yes** | **No** |
| 1 | | Pre‐Arrival Bridge meeting held with all Navigation Officers and Chief  Engineer?  This is to include but limited to the following highlighted points. | |  |  |
| 2 | a | Is the latest Port Security Advisory issued by the USCG for countries not maintaining effective anti terrorism measures available from the Ship Security Officer? |  | |  |
|  | b | Has implementation measures of the ship security plan equivalent to Security Level 2 been conducted for countries listed in “Paragraph B” of the Port Security Advisory? |  | |  |
|  | c | Have the actions required by “Paragraph C” for vessels visiting any countries affected in “Paragraph B” been implemented? |  | |  |
|  | d | Has the Daily Security Log record been updated with all relevant details of additional security awareness and measures taken? |  | |  |
| 3 | a | Pre‐arrival, pilotage and port information exchange taken place with local agents? |  | |  |
|  | b | Has the Passage Plan been updated following receipt of ship shore Pilot/Master exchange and fully discussed with the Bridge Team? – Refer Section B |  | |  |
|  | c | Risk Assessment of berthing & mooring operations is available and discussed (Document in TBT weekly) |  | |  |

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| **Master** | |
| Name/Rank |  |
| Signature |  |
| Date |  |