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| **SUPERINTENDENT’S** VESSEL INSPECTION **M/V** :  **FROM : TO :**  **AT:**  **INSPECTION MADE BY :**  **LAST VESSEL INSPECTION BY : DATE :**  **ENVIRONMENTAL (MARPOL) COMPLIANCE REPORT (RSQ21):**  **⬜ SECTION 1 (completed by any competent person attending the vessel at the request of FM, FS or HSEQ)**  **⬜ FULL REPORT (vessel entering management and then annually)**  **⬜ PERFORMED AND CHECKLIST ATTACHED ⬜ NOT PERFORMED**  **SIGNATURE OF INSPECTOR : DATE :** | |
| **SENIOR MANAGEMENT TEAM ONBOARD** | |
| **Master :** |  |
| **Staff Captain :** |  |
| **Chief Engineer :** |  |
| **Staff Engineer :** |  |
| **Hotel Director :** |  |
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**DISCLAIMER:**

Whilst every reasonable effort has been made to inspect the vessel concerned in accordance with instructions, neither the company nor the Superintendent conducting the inspection accept any responsibility whatsoever FOR failure to inspect any item of hull OR machinery that is not reasonable accessible, or available for inspection, or (in the case of machinery) opened up for inspection and having regard always to the condition of the vessel and its location, whether or not the machinery was seen in operation and the time available for the carrying out of the inspection. (**see ALSO item #4 of the “Instructions to fleet superintendents” section**)

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| INSTRUCTIONS TO FLEET SUPERINTENDENTS |
| 1. This Fleet Superintendent vessel inspection should be completed together with the bi-annual superintendent Environmental (RSQ21) Compliance Report (the 6-monthly term is not to be exceeded), which is to be recorded in SS under Environmental (RSQ21) Report and the relevant environmental report checklist enclosed.  2. This report is used to evidence compliance with the ship inspection requirements as per the Company’s safety and quality procedures. The intention of this report is to provide a balanced view and not necessarily reflects a negative view of defects only.  3. **Two inspections will be performed as a minimum per year for each vessel.** (one of the inspections is to be performed during a voyage, if LSA capacity permitting). Photographs or other evidence should support the findings of the report.  4. **All check items of this report shall be inspected within two consecutive inspections** (*except for items like entry into tanks/cofferdams, opening of machinery items etc which may not be feasible in operation but which must done per the required statutory schedule*). **Other items that cannot be practically examined within 2 consecutive inspections could be identified based on a justified Risk Assessment.** Items that are not checked during an inspection must have an explanation recorded (and a reference to the next inspection or the Risk Assessment, as applicable per above)  5. The Fleet Superintendent must provide an accurate report on the actual condition of vessel, always keeping in mind requirements of the Safety & Quality Management System. Any defects identified must be included in the defect list and followed by a proposal of action and time scale allowed. Superintendents should avoid including routine maintenance such as chipping and painting of decks on the defect list as this is an on-going issue.  6. Defects must be entered in the SHIPSURE database (under “Vessel inspection Report”) by the Master or by the Fleet Superintendent (preferably whilst onboard and if not, upon return to the office).  7. Defects shall be closed in Shipsure within the target date by the Fleet Superintendent upon receipt/review of appropriate objective evidence sent by the vessel. Extensions to the target date are only possible if agreed in advance by the Technical Director.  8. Where a defect or deficiency relating to safety or pollution prevention is identified, additional measures must be taken to mitigate the risk whilst the equipment is being repaired or awaiting a technician and these must be noted in the Inspection Report. This should also include interim checks to monitor that the condition of a defect does not deteriorate further (e.g. for cracks or similar).  9. The inspection report whenever possible should be completed onboard, and at least a copy of the defect list left with the Master. This will enable the final report to be issued soon after the Superintendent's return to the office. The Inspection report and the defects list is to be signed by Shipboard Command including the Chief Engineer  10. Upon completion, the report should be circulated as follows:   * To the Technical Director /Fleet Manager for approval; * To the Fleet Secretary for filing;   11. The Fleet Superintendent must verify the effectiveness of the corrective actions relevant to the last inspections defects |

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| SUMMARY OF COMMENTS | |
| **Condition: + Good, Acceptable, Poor.**  **Any “POOR” rating must be followed by a program for upgrading, with cost and time scale estimates.** | |
| **100. HULL EXTERNAL AND**  **APPENDAGES** | SUMMARY OF REMARKS |
|  |
| **200. OPEN DECKS, DECK FITTINGS**  **AND MACHINERY** |  |
| **300. INTERNAL HULL STRUCTURE** |  |
| 1. **CREW ACCOMMODATION** |  |
| 1. **BRIDGE, NAVIGATION AND**   **RADIOEQUIPMENT** |  |
| 1. **ENGINE ROOM MACHINERY**   **AND EQUIPMENT** |  |
| **700. SAFETY EQUIPMENT** |  |
| **800. SAFE WATER SUPPLIES AND**  **RWFs WATER TREATMENT** |  |
| **900. PASSENGER AREAS** |  |
| **1000. SHIP CERTIFICATES AND**  **SAFETY MANAGEMENT SYSTEM** |  |

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| SUMMARY OF COMMENTS | |
| **Condition: + Good, Acceptable, Poor.**  **Any “POOR” rating must be followed by a program for upgrading, with cost and time scale estimates.** | |
| **1100. MANNING AND**  **CERTIFICATION** | SUMMARY OF REMARKS |
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| **1200. CREW PERFORMANCE** |  |
| **1300. V GROUP TECHNICAL KPIs REVIEWED AND FOLLOW UP**  **PROGRESS** |  |
| **FINAL ASSESSMENT:** | |

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| **No** | **Item** | | | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | | | **See**  **Comments**  **section** |
| 100-HULL EXTERNAL AND APPENDAGES | | | | | | | | | |
| 1 | Markings | | | Name / Port of Registry/Draught and free board  marks/ other relevant |  |  | | |  |
| 2 | Shell plating:  - Topsides  - Vertical bottom  - Flat bottom | | | Steel condition, integrity, welds  Coating condition  Maintenance  Damages |  |  | | |  |
| 3 | Shell doors  Tender platforms  Stern Ramps/ Marinas | | | Steel and coating condition  Operation  Damages or other deterioration of structure  Seal packing, hinges, locking arrangements  Weather tightness  Maintenance  Pollution prevention |  |  | | |  |
| 4 | Rails and Bulwark | | | Steel and coating condition  Maintenance  Damages |  |  | | |  |
| 5 | Funnel structure and Logo | | | Steel and coating condition  Cleanliness  Exhaust gas leaks  Maintenance |  |  | | |  |
| 6 | Superstructures and  deck houses | | | Steel and coating condition  Maintenance  Damages |  |  | | |  |
| 7 | Bow and Stern  Thrusters | | | Operational condition  Condition of external underwater parts  Condition and cleanliness of tunnels  Tunnel protection (gratings, anodes)  Oil To Sea Interface (OTSI) systems and pollution  prevention (oils used, seals condition)  Maintenance  Spares |  |  | | |  |
| 8 | Propellers, Spare  propeller | | | Condition, wear and physical damages  (If CPP) fastenings and tightness of hubs and blades  sealing, pitching system  OTSI systems and pollution prevention (oils used)  Maintenance  Spares |  |  | | |  |
| 9 | Rudders | | | Steel and coating condition  Operation  Anode protectors  Deformations, damages, integrity of blades  Condition of rudder stock, pintles, bearings, seals  Clearance measurements  Maintenance |  |  | | |  |
| 10 | Tail shafts/ Stern glands | | | Condition  Class tail shaft survey status  Clearance measurements and NDT  Integrity of stern glands  OTSI systems and pollution prevention (oils used,  seals)  Maintenance  Spares |  |  | | |  |
| 11 | Anodes/ Impressed  cathodic protection | | | Condition  Type of anodes used  ICP operational condition |  |  | | |  |
| 12 | Sea grids and sea chest | | | Steel and coating condition  Cleanliness - Anode protection |  |  | | |  |
| **No** | | **Item** | **Recommended to check** | | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | | **Not**  **Inspected** | **See**  **Comments**  **section** | |
| 200 – OPEN DECKS, DECK FITTINGS AND MACHINERY | | | | | | | | | |
| 1 | | Forecastle, poop deck and all open decks | Steel and coating condition, maintenance, damages etc.:  - deck plating  - structural members  - deck fittings  - deck scuppers  - means for access ie. staircases and ladders | |  | |  |  | |
| 2 | | Fore & aft mooring and anchoring machinery and equipment | Condition, operation, maintenance, spares, pollution prevention, markings etc.:  - Winches  - Windlasses, anchors (incl. spare anchor), anchor cables  - Mooring and Emergency Towing Arrangements  - Mooring ropes  - Communications fore-aft-bridge | |  | |  |  | |
| 3 | | Deck pipelines and electric cable conduits | Condition  Integrity  Maintenance | |  | |  |  | |
| 4 | | Air vents  Air pipes  Covers  Save-alls | Condition  Maintenance  Closing devices  Marking | |  | |  |  | |
| 5 | | Weather decks outer doors and frames etc. | Condition  Maintenance  Marking | |  | |  |  | |
| 6 | | Windows and side scuttles | Condition  Maintenance  Spares | |  | |  |  | |
| 7 | | Masts and fittings | Steel and coating condition  Means for access  Rigging | |  | |  |  | |
| 8 | | Wood decks | Condition  Maintenance  Cleanliness | |  | |  |  | |
| 9 | | Astroturf decks | Condition  Maintenance  Cleanliness | |  | |  |  | |
| 10 | | Lifting equipment and machinery (cranes, derricks, booms etc.) | Condition  Operation  Maintenance  Spares  Markings  Pollution prevention  Testing and certification | |  | |  |  | |
| 11 | | Means for access to the ship:  - Accommodation ladders and gangway  - Pilot ladders | Condition of ladders, wires, operation equipment  and fittings  Maintenance  Spares  Testing and certification | |  | |  |  | |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comments**  **section** |
| 300 – INTERNAL HULL STRUCTURE | | | | | |
| 1 | Hull structural  Members and framing | Steel and coating condition  Presence of damages |  |  |  |
| 2 | Bulkheads | Steel and coating condition  Presence of damages  Cable and piping penetrations  Condition of structural fire protection insulation (where provided) |  |  |  |
| 3 | Ballast tanks  - Peak tanks  - Double bottom tanks  - Deep tanks  - Heeling tanks | Condition of steel plating and structural members, Coating condition  Condition of sacrificial anodes  Tank integrity  Manholes and lids  Safe access  Piping and pumping arrangements, sounding pipes Cleanliness  Maintenance |  |  |  |
| 4 | Fuel tanks | Structural condition  Tank integrity  Manholes and lids  Piping and pumping arrangements  Heating systems  Sounding pipes/ gauge system |  |  |  |
| 5 | Sludge and bilge tanks | Structural condition  Tank integrity  Manholes and lids  Piping and pumping arrangements  Cleanliness (of bilge tanks)  Sounding pipes/ gauge system  Heating system (if provided)  Sludge tanks are not connected to bilge system and  tanktops (non-return screw- down valve acceptable)  Maintenance |  |  |  |
| 6 | Potable water tanks | Structural and coating condition  Tank integrity  Manholes and lids  Safe access  Coating approval/ certification  Piping and pumping arrangements  Sounding pipes/ gauge system  Cleanliness  Monitoring sensors and equipment  Maintenance, cleaning and sanitation schedules |  |  |  |
| 7 | Technical fresh water  tanks | Structural and coating condition  Piping and pumping arrangements  Sounding pipes/ gauge system  Cleanliness  Maintenance |  |  |  |
| 8 | Cofferdams and void  spaces | Structural and coating condition  Integrity  Draining arrangements  Sounding pipes/ gauges  Maintenance |  |  |  |
| 9 | Chain lockers | Structural and coating condition  Cleanliness  Bilge suction arrangements  Maintenance |  |  |  |
| 10 | Store rooms  (including Paint and  Chemical stores) | Structural condition  Ventilation and lighting  Cleanliness  Bilge suction arrangements  Safe and secure access  Protection systems and equipment  Proper utilization as per category  Maintenance |  |  |  |
| 11 | Bow/stern thruster  rooms | Structural condition  Ventilation and lighting  Cleanliness  De-watering systems/ bilge suction  Pollution prevention  Safe and secure access  Storage of equipment (no storage of materials  increasing the fire load)  Maintenance |  |  |  |
| 12 | Bunker stations | Structural condition  Lighting and fittings (anti-explosion)  Cleanliness  Safe and secure access  Markings and color coding  Condition of meters, gauges, emergency stops etc.  Pollution prevention measures  Maintenance |  |  |  |
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| 400 – CREW ACCOMMODATION | | | | | |
| 1 | Officer and crew cabins | Condition of furniture and fittings  Cleanliness and tidiness  Lighting and other electrical equipment  Hot and cold water arrangements  HVAC system  Noise and vibration levels  State of repairs and maintenance  PMS (or replacement with non-risk units plan) for cabin fridges using ammonia |  |  |  |
| 2 | Offices | Condition of furniture and fittings  Cleanliness and tidiness  Natural and artificial lighting  Electrical equipment  HVAC system  Noise and vibration levels  State of repairs and maintenance |  |  |  |
| 3 | Officers and Crew  mess rooms | Condition of furniture, fittings and equipment Standard of cleanliness, sanitation and hygiene  Food safety and protection  Wash basins  Lighting and HVAC system  Maintenance  Pest Management |  |  |  |
| 4 | Alleyways, stairways | Condition  Cleanliness  Lighting and fixtures  Storage of materials (presence of obstructions)  Safe access and egress  State of repair and maintenance  Safety Signage |  |  |  |
| 5 | Recreational and  welfare facilities and  equipment | Condition  Operational condition of equipment and facilities  Cleanliness and sanitation  Lighting and fixtures  HVAC system  Maintenance |  |  |  |
| 6 | Storage areas | Condition  Storage and securing of goods and provisions  Cleanliness and tidiness  Ventilation and lighting  Proper utilization of spaces as per category  Protection systems and equipment  Pest management  Maintenance, cleaning and sanitation schedules |  |  |  |
| 7 | Laundry | Condition  Cleanliness and tidiness  Operational condition of laundry equipment  Presence of fire hazards  Duct and lint traps/ filter cleanliness and records  Storage of consumables (incl. chemicals)  Maintenance, cleaning and sanitation schedules |  |  |  |
| 8 | Crew sanitary facilities,  shower and wash  rooms | Condition of doors, tiles, flooring, plumbing and  drainage arrangements  Standard of cleanliness and hygiene  Lighting and ventilation  Hot and cold water arrangements  Maintenance, cleaning and sanitation schedules |  |  |  |
| 9 | Crew food areas  (galleys and pantries) | Condition of spaces  Operational condition of tools and equipment  Deep fat cooking equipment controls and alarms  Electrical safety, safeguards and protectors  Standard of cleanliness and hygiene  Food safety and contamination prevention  Safe surfaces  Lighting condition and intensity  Ventilation and exhaust ducts  Pest management  Storage of provisions, materials and chemicals  Maintenance, cleaning and sanitation schedules |  |  |  |
| 10 | Crew elevators | Operational condition  Cleanliness  Lighting and ventilation  Emergency communication and escape facilities  Testing and certification  Maintenance |  |  |  |

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| 500 – BRIDGE, NAVIGATION & RADIO EQUIPMENT | | | | | |
| 1 | Wheelhouse & Chart  room | Condition  Cleanliness and tidiness  Lighting  HVAC system  Sanitary facilities  Maintenance |  |  |  |
| 2 | Battery locker | Condition  Housekeeping  Lighting (anti-explosion), guards and fixtures  Ventilation  Condition and maintenance of batteries |  |  |  |
| 3 | Magnetic compass | Condition  Visibility from steering positions incl. illumination  Residual deviation curve  Maintenance and service  Spares |  |  |  |
| 4 | Gyro compass &  repeaters | Working condition  Repeaters synchronization, illumination  Heading information to main steering position Communication between main and emergency steering positions  Maintenance and service  Spares |  |  |  |
| 5 | Heading Control  System (Autopilot) | Working condition  Change-over between manual and automatic  Instructions posted  Off-course alarm  Maintenance and service |  |  |  |
| 6 | Indicators for:  - Rudder angle  - Propeller RPM  (pitch and operational  mode of CPP and side  thruster)  - Rate of turn | Working condition  Visibility and illumination  Synchronization |  |  |  |
| 7 | Radars  ARPA  Automatic tracking aid Electronic plotting aid | Working condition Maintenance and service  Spares |  |  |  |
| 8 | Echo sounder | Working condition Maintenance and service  Spare parts and consumables |  |  |  |
| 9 | Speed and distance log | Working condition Maintenance and service  Spares |  |  |  |
| 10 | ECDIS | Working condition  Back-up arrangements (if provided as per PSSC form P)  ENC folio adequate and up-to-date  Maintenance and service |  |  |  |
| 11 | GPS receivers | Working condition Maintenance and service |  |  |  |
| 12 | AIS | Working condition  Annual test  Maintenance and service |  |  |  |
| 13 | VDR | Working condition  Annual test  Periodic functional tests  Maintenance and service |  |  |  |
| 14 | LRIT | Working condition  Conformance test |  |  |  |
| 15 | Sound reception system | Working condition |  |  |  |
| 16 | ALDIS (Day light  signaling lamp) | Working condition  Emergency power source  Spare bulbs |  |  |  |
| 17 | BNWAS | Working condition |  |  |  |
| 18 | Navigation lights (incl.  Suez canal light) | Working condition  Spares  Distribution panel  Failure alarms |  |  |  |
| 19 | Ships whistle, bell and  gong | Condition  Readiness for use |  |  |  |
| 20 | Ball and diamond shapes | Condition  Readiness for use |  |  |  |
| 21 | Engine telegraph | Working condition  Alarms and printer |  |  |  |
| 22 | Internal ship  communications | Working condition  Emergency communication  Test and inspections |  |  |  |
| 23 | PA system | Working condition  Emergency power supply  Test and inspections |  |  |  |
| 24 | GMDSS equipment:  - HF/MF/VHF/UHF  installations (incl. DSC)  - INMARSAT ship  earth station and EGC  receiver  - NAVTEX receiver | Main and emergency power supply  Batteries  Lighting in radio room  Shore based maintenance and service  Signage |  |  |  |
| 25 | EPIRBs, SARTs | Condition  Battery  Float free arrangements  Marking |  |  |  |
| 26 | Antennas | Condition of components  Masts and brackets condition |  |  |  |
| 27 | Tools and spares | Inventory  Storage |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comments**  **section** |
| 600 – ENGINE ROOM, MACHINERY & EQUIPMENT | | | | | |
| 1 | E/R general | Housekeeping  Standard of cleanliness  Guards and fencing  Condition of meters and gauges  Insulation of hot surfaces  Thermographic/ hot spot survey and follow up  Self-closing devices for tanks  Lighting (incl. emergency) and ventilation |  |  |  |
| 2 | Engine Control Room | Housekeeping  Cleanliness and tidiness  Lighting (incl. emergency) and HVAC  Signage  Switchboards and control panels (insulation matting)  Alarms and indicators  Internal communications  Safety equipment  Manuals and filing system |  |  |  |
| 3 | Engine Workshop | Housekeeping and cleanliness  Condition of equipment and machinery  Guards and fencing  Storage and use of gas bottles & welding equipment  Fire protection and detection systems  PPE and First aid kit  Signage |  |  |  |
| 4 | ER stores  Materials and Spares | Condition, cleanliness and housekeeping  Ventilation and lighting  Storage, lashing and securing  Protection systems and equipment  Proper utilization as per category  Maintenance |  |  |  |
| 5 | E/R piping & valves  Sea valves | Condition  Integrity of piping  Presence of leakages  Maintenance and repairs (presence of soft patches, clamps, cement boxes etc.)  Systems and equipment for remote and local operation of valves  Signage  Environmental seal system |  |  |  |
| 6 | E/R bilges | Condition and cleanliness  High level alarms  Suction arrangements |  |  |  |
| 7 | Main engines &  Turbochargers | Operational condition  Automation and remote control  Safety devices, monitors, detectors and alarms  Oil/ water/ air leakages  FO high pressure pipe jacket protection  Exhaust ducts and insulations  ME & turbocharger maintenance and overhauls  Luboil and FO sampling & analysis  FO segregation, heating, viscosity control  Cooling water treatment  Spares |  |  |  |
| 8 | Reduction gears/  shafting | Operational condition  Maintenance and overhauls  Lubricating oil analysis  Spares |  |  |  |
| 9 | Auxiliary engines &  Turbochargers | Operational condition  Automation and remote control  Safety devices, monitors, detectors and alarms  Oil/ water/ air leakages  FO high pressure pipe jacket protection  Exhaust ducts and insulations  AE and Turbocharger maintenance and overhauls  Luboil and FO sampling & analysis  FO segregation, viscosity control etc.  Cooling water treatment  Spares |  |  |  |
| 10 | Boilers | Operational condition  Safety devices and alarms  Automatic and remote control  Pressure gauges condition, calibration  Water level gauges and glass guards  Steam, water, oil leakages  Exhaust gas leaks  Condition of lagging  Condenser  Maintenance and cleaning  Water treatment  Spares |  |  |  |
| 11 | Pumps | Operational condition  Automation, alarms and controls  Meters and gauges  Presence of leakages  Maintenance and overhauls  Spares |  |  |  |
| 12 | Heat exchangers  Coolers  Condensers | Condition  Cleanliness  Maintenance and cleaning schedules |  |  |  |
| 13 | Purifiers | Operational condition  Automation, alarms and controls  Meters and gauges  Presence of leakages  Maintenance and overhauls  Spares |  |  |  |
| 14 | Compressors | Operational condition  Automation, safety devices and alarms  Meters and gauges  Maintenance and overhauls  Spares |  |  |  |
| 15 | Stabilizers | Operational condition  Maintenance  OTSI system and pollution prevention  Spares |  |  |  |
| 16 | Air conditioning machinery | Operational condition  Automation  Maintenance, cleaning and sanitation  Spare parts  Condition and integrity of piping and leak tests  Stock of gases |  |  |  |
| 17 | Reefer plant | Operational condition  Automation  Maintenance  Spare parts  Condition and integrity of piping and leak tests  Stock of gases |  |  |  |
| 18 | Dom. hot/cold water systems | Operational condition  Maintenance  Spares |  |  |  |
| 19 | EVAC plant & sanitary system | Operational condition  Maintenance  Spares |  |  |  |
| 20 | Recreational Water Facilities (RWFs) systems | Operational condition  Maintenance, cleaning and sanitation schedules  Spare parts and consumables |  |  |  |
| 21 | Electrical items:  - Power management  - Motors, stators,  alternators  - Main and emergency  switchboards  - Insulation measurements  - Electrical spares  - UPS and batteries | Operational condition of electrical equipment  Condition of cables, cable supports and conduits  Condition and cleanliness of switchboards  Condition and calibration of measuring devices and switchboard meters  Insulation mats in front and behind switchboards  Low insulation alarms status  Maintenance and periodic tests of equipment  Safety signage  Battery charging, electrolyte testing  Renewal/ expiry dates of maintenance-free batteries  Satisfactory voltage at terminals  Batteries discharge test  Black out tests and drill |  |  |  |
| 22 | Steering gear | Condition and cleanliness of steering gear flat  Storage of equipment (no storage of materials increasing the fire load)  Operational condition of steering gear  Emergency operation  Maintenance of pumps, motors etc.  Emergency communication and steering information  Spares |  |  |  |
| 23 | SOPEP equipment | Condition  Inventory and adequacy  Stowage and readiness |  |  |  |
| 24 | Standard discharge connections (for oily water and sewage) | Condition  Proper blanking  Cleanliness and saveall arrangements  Marking and color coding  Emergency shut-off |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comments**  **section** |
| 700 – SAFETY EQUIPMENT | | | | | |
| 1 | Fire & General Alarm:  - Smoke and flame detectors  - Manual push buttons  - CO2 alarms | Operational condition  Maintenance and periodical testing  Alarm panels  Spares  Signage |  |  |  |
| 2 | Bilge high level and flooding alarms | Operational condition  Maintenance and periodical testing  Spares |  |  |  |
| 3 | Fire control plan | Up to date  IMO symbols utilized  Properly exhibited and available (incl. in fire proof boxes) |  |  |  |
| 4 | Fixed fire fighting systems | Operational condition  Gas cylinder storage arrangements (for gas systems)  Tanks and receptacles arrangements for water (or other type of extinguishing medium)  Readiness and start-up arrangements (incl. emergency release)  Operating instructions  Alarms  Access to controls  Maintenance, servicing and periodical testing  Spares |  |  |  |
| 5 | Quick closing valves Fan remote stops  Fire dampers/ flaps/ draft stops | Operational condition  Maintenance and periodical testing  Access to controls  Signage and marking |  |  |  |
| 6 | Fire doors | Condition  Maintenance and periodical testing  Indication panel and switches  Signage and marking |  |  |  |
| 7 | Fire extinguishers | Condition  Servicing, maintenance and testing  Spare charges  Correspondence with the fire plan  Signage and marking |  |  |  |
| 8 | Fire hydrants, hoses and nozzles | Condition  Complement and readiness  Maintenance and testing  Signage  Spares |  |  |  |
| 9 | International shore connection | Condition  Complement and readiness  Maintenance  Marking |  |  |  |
| 10 | Emergency fire pump | Operational condition  Start-up arrangements and readiness  Pressure gauges  Maintenance and periodical testing  Spares |  |  |  |
| 11 | Fireman’s outfit  SCBA sets | Condition  Complement and readiness  Maintenance  Charging of air bottles  SCBA alarm devices  Spares  Signage |  |  |  |
| 12 | Air compressor for charging of bottles | Operational condition  Air quality testing  Maintenance |  |  |  |
| 13 | Emergency lighting | Condition  Maintenance and periodical testing  Marking |  |  |  |
| 14 | Low Location Lighting | Condition  Maintenance and periodical testing  Adequacy of ambient light to charge LLL photoluminescent material |  |  |  |
| 15 | Watertight doors | Operational condition  Local and remote operation (incl. emergency source)  Control panels and indications  Maintenance and periodical testing  Presence of obstructions in the area  Categorization and Marking  Spares |  |  |  |
| 16 | Damage control valves | Operational condition  Local and remote operation  Signage and marking |  |  |  |
| 17 | Emergency generator | Operational condition  Automation and start-up arrangements  Control panel and switchboard  Oil/ water leakages  Fuel tank condition  Maintenance and periodic testing  Test:automatic insertion of bus bars of emergency switchboard, breakers, AVR, fuel free of contamination |  |  |  |
| 18 | LSA plan | Up to date  Exhibited and available to crew |  |  |  |
| 19 | Muster list | Up to date  Approved format  Exhibited and available to crew |  |  |  |
| 20 | Lifeboats  Rescue boats | Structural condition  Operational condition of engines, propulsion and steering gear  Operational condition of bilge pump  On load release gear, hooks and fittings  Inventory of equipment  Validity of provisions  Maintenance and periodical testing  Signage and marking  Spares |  |  |  |
| 21 | Lifeboat davits and falls | Structural condition  Condition of wire falls, blocks, sheaves, links, fastenings and other fittings  Condition of winches and brakes  Electrical (limit) switches  Maintenance, periodical testing and renewal  Launching instructions  Spare parts |  |  |  |
| 22 | Liferafts & launching facilities | Condition  Condition of wire falls, blocks, sheaves, hooks etc.  Stowage and securing arrangements  Float free arrangements  Maintenance and servicing  Launching instructions |  |  |  |
| 23 | Survival craft boarding arrangements | Condition of ladders and securing arrangements  Adequacy and condition of lighting |  |  |  |
| 24 | Safety signage | Condition  Compliance with IMO guidelines |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comments**  **section** |
| 800 – SAFE WATER SUPPLIES AND RWFs WATER TREATMENT | | | | | |
| 1 | Potable water chlorination plant | Operational condition  Maintenance  Working condition and calibration of recorders (local/remote)  Halogenation and pH levels within limits (exceedances investigated)  Spare parts and consumables  Onboard and shore water sampling and testing schedules and records |  |  |  |
| 2 | Fresh water generator | Operational condition  Monitoring devices  Halogenation and pH levels within limits (exceedances investigated)  Maintenance  Working condition and calibration of recorders  Spare parts and consumables |  |  |  |
| 3 | Potable water bunker stations | Condition  Safe and secure access  Maintenance, sanitation and cleaning schedules  Signage and marking |  |  |  |
| 4 | Embarkation hoses | Condition  Proper storage and prevention from contamination  Maintenance, sanitation and cleaning schedules  Signage and marking  Hose fittings (caps, supporters etc.) |  |  |  |
| 5 | Backflow and back syphonage preventing devices | Condition  Maintenance  Testing and records |  |  |  |
| 6 | RWFs water treatment:  - Swimming pools  - Hot tubs (whirlpools, hot spas, spa pools etc.) | Operational condition  Maintenance  Working condition and calibration of recorders  Halogenation and pH levels within limits (exceedances investigated)  Spare parts and consumables  Onboard and shore water sampling and testing schedules and records |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comment** |
| 900 – PASSENGER AREAS | | | | | |
| 1 | Alleyways & stairs | Condition  Cleanliness  Lighting and fixtures  Safe access, no obstructions  State of repair and maintenance  Safety signage |  |  |  |
| 2 | Reception area | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Natural and artificial lighting  HVAC system  Noise and vibration levels  State of repairs and maintenance |  |  |  |
| 3 | Lounges, bars & night club | Condition of furniture, upholstery and fittings  Hygiene, cleanliness and tidiness  Lighting  HVAC system  Operational condition of equipment and machinery  Maintenance, cleaning and sanitation schedules |  |  |  |
| 4 | Theatre & cinema | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Lighting  HVAC system  Condition of backstage and storage areas  Maintenance |  |  |  |
| 5 | Restaurants & cafes | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Lighting  HVAC system  Operational condition of equipment and machinery  Storage areas  Maintenance, cleaning and sanitation schedules |  |  |  |
| 6 | Shops | Condition of furniture and fittings  Cleanliness and tidiness  Lighting  HVAC system  Storage of goods  Maintenance |  |  |  |
| 7 | Beauty salon & spa | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Lighting  HVAC system  Storage of materials and chemicals  Maintenance, cleaning and sanitation schedules  Sauna alarm |  |  |  |
| 8 | Library | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Lighting  HVAC system  Maintenance |  |  |  |
| 9 | Casinos | Condition of furniture, upholstery and fittings  Cleanliness and tidiness  Lighting  HVAC system  Maintenance |  |  |  |
| 10 | Cabins & suites | Condition of furniture, upholstery and fittings  Condition of bathroom  Condition of balconies  Cleanliness and tidiness  Lighting  HVAC system  Radio/TV/Phone/Fridge (PMS or replacement with non-risk units plan for fridges using ammonia) /Hair dryer/other electrical  Emergency signage  Life-jackets  Maintenance, cleaning and sanitation schedules |  |  |  |
| 11 | Public toilets | Condition of doors, tiles, flooring, plumbing and  drainage arrangements  Lighting and ventilation  Standard of cleanliness and hygiene  Maintenance, cleaning and sanitation schedules |  |  |  |
| 12 | Launderettes | Condition of space  Lighting and ventilation  Operational condition of washing machines and other electrical equipment  Fire preventive measures and safety signage  Lint traps/ filters cleanliness and logs  Maintenance, cleaning and sanitation schedules |  |  |  |
| 13 | Medical center | Condition of furniture and fittings  Operational condition of medical and other  Equipment, including oxygen bottles  Cleanliness and hygiene  Sanitary facilities  Hot and cold water arrangements  Stock of medicines  Maintenance, cleaning and sanitation schedules |  |  |  |
| 14 | Pool area | Condition of furniture and equipment  Condition of decks and flooring (safe surfaces)  Safeguards and fencing (use of safety net)  Safety signage and depth marking  Cleanliness and hygiene  Maintenance, cleaning and sanitation schedules |  |  |  |
| 15 | Pool bars | Condition of furniture and fittings  Hygiene, cleanliness and tidiness  Lighting  Operational condition of equipment  Maintenance, cleaning and sanitation schedules |  |  |  |
| 16 | Galleys | Condition of spaces  Operational condition of tools and equipment  Deep fat cooking equipment controls and alarms  Electrical safety, safeguards and protectors  Standard of cleanliness and hygiene  Food safety and contamination prevention  Safe surfaces  Lighting condition and intensity  Ventilation and exhaust ducts (incl. cleanliness of  ducts and logs)  Pest management  Storage of provisions, materials and chemicals  Maintenance, cleaning and sanitation schedules |  |  |  |
| 17 | Pantries | Condition  Operational condition of equipment  Cleanliness and hygiene  Lighting and ventilation  Storage of materials, chemicals etc.  Maintenance, cleaning and sanitation schedules  Pest Management |  |  |  |
| 18 | Pax elevators | Operational condition  Cleanliness  Lighting and ventilation  Emergency communication and escape facilities  Testing and certification  Maintenance |  |  |  |
| 19 | Provision stores  Refrigerated stores | Condition of spaces  Condition of refrigerator plant, alarms, monitoring  devices etc.  Storage and securing of goods and provisions  Cleanliness and tidiness  Ventilation and lighting  Proper utilization of spaces as per category  Protection systems and equipment (incl. trapped  person alarm)  Pest management  Maintenance, cleaning and sanitation schedules |  |  |  |
| 20 | Embarkation areas  Tender service areas | Condition  Cleanliness and tidiness  Lighting and fixtures  Safe access, no obstructions  Safety signage  Storage of embarkation equipment and facilities  Maintenance |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comment** |
|  | 1000 – SHIP CERTIFICATES AND SAFETY MANAGEMENT SYSTEM | | | | |
| 1 | Ship Class and Statutory certificates | Certificates file & index maintained and up-to-date  Shipsure certificate module up-to-date  Copies posted as required  Certificates reviewed and discussed  Forthcoming renewals, endorsements, surveys, inspections, audits etc. discussed  Conditions of class, memoranda and recommendations discussed  C/E authorized by Class to carry out (partly) CMS |  |  |  |
| 2 | Manuals, plans and booklets  Inventories (IHM, asbestos) and Registers (IT/OT equipment) | Approved by RO as required  Relevant and up-to-date  Additional ones required due to new legislation  Statistics, information, reporting and periodical review of plans (if required ie SEEMP), inventories and registers |  |  |  |
| 3 | Reporting and analysis of:  - Technical failures  - Unsafe situations | Investigation and follow up progress  Reporting and recording |  |  |  |
| 4 | Inspections from Authorities:  - PSC  - USCG  - USPH, Shipsan etc. | Status of inspections  PSC risk profile  Deficiencies raised and follow up  Corrective actions and preventive measures Feedback to authorities |  |  |  |
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| **No** | **Item** | **Recommended to check** | **Inspected**  **and found:**  **G=Good**  **A=Acceptable**  **P=Poor** | **Not**  **Inspected** | **See**  **Comment** |
| 1100 - MANNING | | | | | |
| 1 | Min. Safe Manning  Certificate | Number and composition of the crew in accordance with the certificate  Number of persons on board does not exceed the number for which life -saving appliances are provided detailed in the PSSC  Crew manning levels adequate to ensure safety and security under all conditions |  |  |  |
| 2 | Crew training and familiarization | Inductions, familiarization and trainings as per SMS  Drills performed as per regulations and SMS |  |  |  |
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\*Action” By” O = Office, S = Ship, Y = Shipyard/Workshop, R = Riding Squad, T = Technician/ Service engineers

***Add additional pages as necessary: \_\_\_\_\_\_ pages added***

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| CREW APPRAISAL |
| **MASTER :**  **STAFF CAPTAIN :**  **CHIEF ENGINEER :**  **STAFF ENGINEER :**  **HOTEL DIRECTOR :** |
| **GENERAL COMMENTS AND / OR ANY PARTICULAR NOTATION**: |
| **ANY ACTION TO BE TAKEN OR RECOMMENDATIONS**: |

\* Separate SUPERINTENDENTS APPRAISAL OF SHIPBOARD PERSONNEL forms should be used for

appraising the Master and Officers (as required)

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| SHIP’S PERFORMANCE REPORT | | | | | | | | | | |
| \*  AVERAGE  SPEED  (KNOTS) | \*  AVERAGE MAIN ENGINE  CONSUMPTION  (tonnes/day) | | AVERAGE  AUXILIARY  CONSUMPTION  (tonnes/day) | | BOILERS  (Tonnes/  Day) | | AVERAGE  F.W.  PROD.  (tonnes/day) | AVERAGE  F.W.  CONS.  (tonnes/day) | | M.E.  TOTAL  RUNNING  HOURS |
|  |  | |  | |  | |  |  | |  |
|  | | CONS / ENG / HR  MM.EE | | CONS. / ENG. / HR.  MM.EE-CYL | | GENERATOR OIL  (LTRS / DAY) | | | OTHER OILS  (LTRS / DAY) | |
| LUB OIL  CONSUMPTION | |  | |  | |  | | |  | |
| BUDGET | |  | |  | |  | | |  | |

\* Above data have been taken from a recent typical voyage report

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| **REMARKS ON THE PERFORMANCE**: | | | | |
| DEFECT LIST (TO INCLUDE OUTSTANDING ITEMS FROM PREVIOUS LIST) | | | |
| No. | DESCRIPTION | TARGET DATE | STATUS |
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MASTER CHIEF ENGINEER SUPERINTENDENT