Vessel:      

Rank:

Leaving Officer’s Name:            Relieving Officer’s Name:

Upon consulting [Fleet Ops](http://srv-glas301:82/Leisure/content/parent%20category%20topics/procedures%20and%20operations/fleet_ops.htm) > 3.0 Shipboard Duties & Responsibilities and [Fleet Ops](http://srv-glas301:82/Leisure/content/parent%20category%20topics/procedures%20and%20operations/fleet_ops.htm) > [3.0 Shipboard Duties & Responsibilities](http://srv-glas301:82/Leisure/content/parent%20category%20topics/procedures%20and%20operations/shipboard%20duties%20&%20responsibilities.htm) > 3.2 Technical Department Responsibilities and the vessel specific ones assigned to each Deck Officer per “Assignment of Technical Department Duties and Responsibilities”, each leaving Technical Officer is to hand over specific Notes to his reliever below. Where necessary attach additionally free-style written notes and mark this accordingly

| **No.** | **Technical Department Responsibility** | **Assignment** | **Notes** | Additional Notes attached |
| --- | --- | --- | --- | --- |
|  | Deputy Safety Officer |  |  |  |
|  | Main Propulsion Machinery |  |  |  |
|  | Generators |  |  |  |
|  | Boilers And Steam Plant |  |  |  |
|  | Oily Water Separator |  |  |  |
|  | Separators |  |  |  |
|  | Compressors |  |  |  |
|  | Evaporators |  |  |  |
|  | Water Chlorination Systems |  |  |  |
|  | Deck Machinery |  |  |  |
|  | Lifeboat and Tender Engines and Winches |  |  |  |
|  | Inventory Control |  |  |  |
|  | Air Conditioning & Hotel Equipment |  |  |  |
|  | Swimming Pool Systems |  |  |  |
|  | Electrical Equipment |  |  |  |
|  | Engine Room Watch-keeping |  |  |  |
|  | Garbage / Waste Management Equipment |  |  |  |
|  | Log Books |  |  |  |
|  | [other] |  |  |  |
|  | [other] |  |  |  |

Leaving Technical Officer’s Signature:

Relieving Technical Officer’s Signature:

Place:            Date: