**CHIEF ENGINEER HANDOVER FORM**

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| --- | --- | --- | --- | --- |
| Vessel: |  |  | Voyage No: |  |
| Port: |  |  |  |  |

| Safety, Environmental & Engineering Equipment - Confirm Status, if Operational & Maintenance Up to Date | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Yes  () | No  () | N/A  () |  | Yes  () | No  () | N/A  () |  | Yes  () | No  () | N/A  () |
| All lifesaving equipment | □ | □ | □ | All firefighting equipment | □ | □ | □ | All environmental equipment | □ | □ | □ |
| Main Engine | □ | □ | □ | Fire alarms | □ | □ | □ | Ships Telephones / PA System | □ | □ | □ |
| Main engine bridge control | □ | □ | □ | Lifeboat Machinery | □ | □ | □ | Compressors | □ | □ | □ |
| Main Engine Controls | □ | □ | □ | Rescue Boat Machinery | □ | □ | □ | Engine Room Pumps | □ | □ | □ |
| Main Engine Pumps | □ | □ | □ | Fire Pumps | □ | □ | □ | Cargo Pumps | □ | □ | □ |
| Generators | □ | □ | □ | Emergency Fire Pump | □ | □ | □ | Ballast Pumps & Pipe work | □ | □ | □ |
| Generator Controls | □ | □ | □ | Emergency Generator | □ | □ | □ | Generator Pumps | □ | □ | □ |
| Fixed Extinguishing System | □ | □ | □ | Radar Equipment | □ | □ | □ | E.R., Bridge, Steering Flat communication | □ | □ | □ |
| Emergency batteries | □ | □ | □ | Radio Equipment | □ | □ | □ | Boilers, EGE, and steam plant | □ | □ | □ |
| Emergency batteries (Radio) | □ | □ | □ | E.R / Stores Cranes | □ | □ | □ | Boiler Controls | □ | □ | □ |
| Auto battery charger | □ | □ | □ | Winches/  Windlass | □ | □ | □ | Inert Gas System | □ | □ | □ |
| Main Boiler Pumps | □ | □ | □ | UMS alarms & Monitoring Systems | □ | □ | □ | C.O.W. System | □ | □ | □ |
| Cargo Heating Coils/System | □ | □ | □ | Engine Room / ELSA / EEBD sets | □ | □ | □ | Cranes and Cargo Handling Equipment | □ | □ | □ |
|  | Yes  () | No  () | N/A  () |  | Yes  () | No  () | N/A  () |  | Yes  () | No  () | N/A  () |
| Air Conditioning | □ | □ | □ | Refrigeration Equipment | □ | □ | □ | Fuel and LO Purification Equipment | □ | □ | □ |
| Fresh water generator | □ | □ | □ | OWS | □ | □ | □ | ODME | □ | □ | □ |
| Sewage Treatment Plant | □ | □ | □ | Incinerator | □ | □ | □ | Programmable automation. Passwords / PINS handed over | □ | □ | □ |
| Is the E/R including bilges clean | □ | □ | □ | BWTS | □ | □ | □ | EGCS | □ | □ | □ |
| NOx SCR  (If installed) | □ | □ | □ |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Confirm the status of and/or that the following are up to date | Yes  () | No  () | N/A  () | Confirm the status of and/or that the following are up to date | | | | Yes  () | | No  () | N/A  () | Confirm the status of and/or that the following are up to date | Yes  () | No  () | | N/A  () | |
| Master Documentation List | □ | □ | □ | All Engineering documentation | | | | □ | | □ | □ | Engine Room logbook / files | □ | □ | | □ | |
| Are Class Records up to date | □ | □ | □ | Any Conditions of Class | | | | □ | | □ | □ | Date of Last Class Listing |  | / | | / | |
| Any Flag / Port State defect outstanding | □ | □ | □ | Any Class surveys pending | | | | □ | | □ | □ | PMS including anomalies and overdue maintenance | □ | □ | | □ | |
| Oil record book (engine room) signed by Master | □ | □ | □ | Overboard seal log | | | | □ | | □ | □ | Tank sounding log | □ | □ | | □ | |
| MARPOL Annex VI – Sulphur log | □ | □ | □ | Fuel, lub. oil, analysis results | | | | □ | | □ | □ | Cooling water and boiler treatment logs and analysis | □ | □ | | □ | |
| Critical spares part | □ | □ | □ | Dry dock defect reports | | | | □ | | □ | □ |  |  |  | |  | |
| Materials updated in the IHM record book | □ | □ | □ |  | | | |  | |  |  |  |  |  | |  | |
| **Safety Drills** | **Date** | | | **Safety Drills** | | | | **Date** | | | | **Safety Drills** | **Date** | | | | |
| Last lifeboat engine start |  | / | / | Last M.E. local operational drill | | | | / | | / |  | Last emergency steering drill | / | / | |  | |
| Inventories | | | | | Yes  () | No  () | N/A  **()** | | Inventories | | | | Yes  () | | No  () | | N/A  **()** |
| Verify bunker ROB and on order | | | | | □ | □ | □ | | Verify water ROB | | | | □ | | □ | | □ |
| Verify lub oil ROB and on order | | | | | □ | □ | □ | | Verify chemical ROB | | | | □ | | □ | | □ |
| Verify Urea ROB and order | | | | | □ | □ | □ | |  | | | | □ | | □ | | □ |
| **Maintenance** | | | | | Yes  **()** | No  () | N/A  **()** | | **Change of Management** | | | | Yes  **()** | | No  () | | N/A  **()** |
| Verify spares are on board or ordered for major maintenance jobs scheduled for the next six months | | | | | □ | □ | □ | | Verify all drawings and manuals are updated after any changes or modifications to equipment or systems | | | | □ | | □ | | □ |

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| **Additional handover notes** |
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| --- | --- | --- | --- |
| Off-signing Chief Engineer: |  |  |  |
|  | (print name) |  | (signature) |
| On-signing Chief Engineer: |  |  |  |
|  | (print name) |  | (signature) |
| Date: |  |  |  |
|  | (print date) |  |  |