**FOURTH ENGINEER HANDOVER FORM**

| Refer to: Procedure for Handover of Officers (Deck and Engine) Procedure | | | | |
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| **Vessel:** |  |  | **Port:** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | | | | | **Sighted** | **Remarks** |
| **Yes / No** |
| 1. | Running hours / maintenance records for air compressors and purifiers. | | | |  |  |
| 2. | Instruction Manuals available for machinery under his/her control. | | | |  |  |
| 3. | Boiler and Cooling Water Treatment Test Records. | | Last Date |  |  |  |
| 4. | Spare Parts ROB for machinery under his/her control. | | | |  |  |
| 5. | F.O. Viscosity |  | Density |  |  |  |
| 6. | MDO Viscosity |  | Density |  |  |  |
| **Handover Examination** | | | | |  |  |
| 1. | The outgoing Fourth Engineer will show machinery and area of responsibility to the incoming Fourth Engineer with layout of tools, spares, etc. He / she will also instruct the incoming Fourth Engineer in the operation of the vessel’s machinery, in compliance with (Familiarization with Engine Room Equipment) | | | |  |  |
| 2. | The outgoing Fourth Engineer will instruct the incoming Fourth Engineer in the method and requirements for UMS operations. | | | |  |  |
| 3. | The outgoing Fourth Engineer will prepare a list of operational parameters and control settings for machinery under his/her responsibility, also giving details of any current or past deficiencies with the machinery. | | | |  |  |
| 4. | The outgoing Fourth Engineer will discuss health, safety and environmental issues as well as MOC system changes. | | | |  |  |
| 5. | Check the status of LSA and FFA in the ER | | | |  |  |
| 6. | Supply of test chemicals for boiler and cooling water systems adequate for three (3) months. | | | |  |  |
| 7. | Boiler water treatment chemicals | | | |  |  |
| 8. | Cooling water treatment chemicals | | | |  |  |

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| On-signing Fourth Engineer |  |  |  | |
|  | (print name) |  | (signature) | |
| Off-signing Fourth Engineer |  |  |  | |
|  | (print name) |  | (signature) | |
| Date: |  |  | Time: |  |
| Sighted by the Chief Engineer |  |  |  | |
|  | (Initials) |  | (Date) | |