

# Condition Survey Report- Tug

<b>Score</b>	0 / 231 (0%)	<b>Flagged items</b>	<b>Actions</b>	0
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**Site conducted**

Unanswered

Condition survey

**Type of report:**

**Ship name:**

**IMO No.:**

**Business Group**

**Date survey completed**

**Location- survey port**

**Surveyor's name:**

**Survey company:**

**Surveyor's ref. no.:**

**Order club:**

American Club

**Club ref. no.:**

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## Disclaimer

The assessors believe the information contained within this risk assessment report to be correct at the time of printing. The assessors do not accept responsibility for any consequences arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessors during the day of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made.

Information on the latest workers compensation and OHS / WHS laws can be found at the relevant State WorkCover / WorkSafe Authority.

## Inspection

### 1.1 PARTICULARS

**1.1.1 Ship's name:**

**1.1.2 Ex. names:**

**1.1.3 IMO No:**

**1.1.4 Flag state:**

**1.1.5 Builder:**

**1.1.6 Year built:**

**1.1.7 Class society:**

**1.1.8 Class notations:**

**1.1.9 Ship type & brief description:**

**1.1.10 GT:**

**1.1.11 DWT:**

**1.1.12 Last docking:**

**1.1.13 Last Class Renewal:**

**1.1.14 Date of last Special Survey:**

**1.1.15 Place (port, country) of last Special Survey**

### CREW MATRIX

#### Crew list

#### Add rank

### 2. CIRCUMSTANCES OF SURVEY

**Describe in brief the circumstances under which the survey was carried out, such as, but not limited to, the date and the time the for the Club**

**\* Not Applicable (NA) items and Not Inspected (NI) items (giving details of item number)**

#### Details

**2.1 Ship's trading pattern:**

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**2.2 Cargo onboard and last three cargoes**

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**2.3 Master's name:**

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**2.4 Company name on the ISM DOC:**

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**2.5 Name of owner's representative:**

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**2.6 Time under present management**

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**2.7 Ballast tanks inspected (representative number of tanks to be inspected)\*:**

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**If no, state reason tanks not inspected and include your comments - whether the copies of reports and photos of previous most recent inspection of the tanks carried out by crew or Class / Vetting surveyors /or ESP records were provided to surveyor for review and what were the observations / condition of the tanks based on those evidence?**

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**2.8 Cargo holds inspected (representative number of holds to be inspected)\*:**

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**In case if the cargo holds are not inspected, please state a reason, why not inspected and include your comments - whether the copies of reports and photos of previous most recent inspection of the cargo holds carried out by crew or Class / Vetting surveyors /or ESP records were provided to surveyor for review and what were the observations / condition of the cargo holds based on those evidence? The surveyor shall provide comments on condition of the cargo holds.**

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3.1 Survey summary

0 / 55 (0%)

Following the completion of the survey, and based on the surveyor's overall impression of the vessel, the surveyor is requested to rate the following areas (1=excellent 2=good 3=fair 4=poor 5=very poor) and provide remarks if rated Fair, Poor or Very Poor on the reason/s why

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**Shipboard management:**

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**Safety:**

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**Fire safety:**

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**Life saving appliances:**

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**Pollution and environmental awareness:**

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**Navigation:**

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**Apparent structural condition:**

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**Machinery:**

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**Cargo worthiness:**

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**Shipboard Security and Cyber Security**

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**Maintenance and housekeeping:**

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\* If performing a hatch cover only survey, or "Follow-up survey", please complete this section 3.1 only for those areas that were inspected, but other items are to be marked "N/A".

3.2 Surveyor's summary

**Advise on the subject(s) which give rise to the most concern regarding safety of crew, vessel or cargo:**

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**Surveyor's general comments and summary**

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**Survey report enclosures- please upload survey images including pictures of relevant documents.**

4.1 Class and Statutory Certificates

0 / 3 (0%)

**4.1.1 Is the vessel classed / certified for towing and/or pushing and/or offshore operations? Are the relevant class and statutory certificates valid?**

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**4.1.2 Are certificates without any conditions, recommendations, exemptions or memoranda affecting safety of life, ship, cargo or environment? Attach a copy of the current Class Status Survey, SMC and DOC.**

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**4.1.3 Is Bollard Pull Certificate available? What is the date of issue if available? What is bollard pull?**

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**4.1.4 What is BHP / HP of main engines?**

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**Additional information**

4.2 Shipboard management (Section to be completed taking into consideration time under present management)

0 / 7 (0%)

**4.2.1 Is a Planned Maintenance System (PMS) implemented and kept up to date? Does it cover machinery, deck equipment, lifting equipment, navigation equipment, critical equipment, critical spares, etc., without overdue**

**maintenance jobs?**

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**4.2.2 Are there contingency plans onboard to deal with emergencies and spills, as applicable?**

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**4.2.3 Are records maintained for ballasting operations?**

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**4.2.4 Are accidents or incident reports raised and handled in a satisfactory manner?**

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**4.2.5 Are the DPA, CSO, and IT emergency contact details posted in the common areas and known by crew and officers on board? Are Crew Members familiar with function of DPA and know his Name + email / telephone number?**

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**4.2.5-(a) Provide contact details (Name, Title, Tel, email) of Designated Person Ashore (DPA).**

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**4.2.6 If defects / deficiencies were identified in the last two PSC inspection reports, have these items been adequately rectified? Provide a copy of the last report. Date & place of last PSC inspection.**

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**4.2.7 Has the vessel been visited by the ship's shore side Superintendent regularly, at intervals not exceeding 3 months? Provide date of last two visits of technical superintendents and marine superintendent.**

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#### **Additional information**

4.3 Safe Working

0 / 15 (0%)

**4.3.1 As observed, are safe working practices, including work permit procedures, implemented and adhered to? Are the work permits closed upon completion of work. Is there an effective lock-out, tag-out and isolation system in place when carrying out maintenance or identifying machinery under repair?**

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**4.3.2 Are relevant personal protective equipment and clothing provided and in use?**

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**4.3.3 Are "No Smoking "areas clearly marked, and were these regulations observed during visit?**

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**4.3.4 Are emergency procedures in place and available / displayed onboard?**

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**4.3.5 Is there a Safety Management System in place, is this followed onboard?**

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**4.3.6 Is there a suitable safe means of access? Are walkways,**

stairways, catwalks, ladders, platforms and handrails in apparent satisfactory condition throughout the vessel?

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**4.3.7 Is adequate lighting provided throughout the vessel?**

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**4.3.8 Are alarms from cold stores and freezers in apparent satisfactory condition? Is alarm buzzer located at places which are constantly manned?**

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**4.3.9 Is CO2 installation, if fitted, protected against unauthorized release?**

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**4.3.10 Are the following Loss Prevention publications present onboard; Four (4) comic pamphlets and nine (9) comic safety posters?**

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**4.3.11 Are trips, falls and overhead hazards identified and highlighted appropriately? Are the mooring work-areas non-slip and orderly?**

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**4.3.12 - Are emergency response drills carried out frequently on board in accordance with SMS, and the records maintained, including drill matrix and detailed log for each drill with comments, evaluation of performance and conducted scenarios? Can crew /officers explain- their last drill scenario and what they learned?**

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Note: Surveyor may consider the possibility to conduct a drill if time and opportunity permits.

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**4.3.13 If provided, are portable oxygen and gas detection meters regularly calibrated and are the crew able to operate these effectively? Is there more than one each of these portable devices and all of them in order?**

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Note: Surveyors to advise how many on board in numbers and if calibration gas is available on board.

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**4.3.14 Is there evidence that safety meetings and/or pre-mooring toolbox talks or Job Hazardous Assessment / Analysis (JHA) are carried out prior to each mooring / unmooring operation?**

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Note for surveyor: Evidence may be documented by Risk Assessment carried out on board prior to arrival / departure at port, JHA document, Log book entry, where it will state that mooring and approach procedure was discussed, or a Pre-arrival check list where moorings are checked / evaluated on a case by case scenario and in accordance with specific mooring operations, including but not limited to mooring by side, by stern, or SBM, or STS static (one vessel anchored), or during slow-speed sailing, double banking mooring, etc.

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**4.3.15 Are there training records and evidence that suitable training for mooring / unmooring operations is incorporated into training matrix based on vessel's type and applicable**

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specific mooring operations?

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**Additional information**

4.4 Hygienic Standard and House Keeping

0 / 5 (0%)

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**4.4.1 Are crew galley and pantries clean and tidy? Is fitted equipment in apparent satisfactory condition? Are suitable food handling procedures in place?**

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**4.4.2 Are provision and cold stores clean, tidy and maintained to correct temperature?**

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**4.4.3 Is the general house-keeping standard of the accommodation, including sanitation, clean and habitable and well lit? Is ventilation, heating and air conditioning adequate?**

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**4.4.4 Are first aid kits available at key locations and expiry date is valid (not to be expired)?**

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**4.4.5 Is a system in place to ensure that potable water is maintained in a safe condition? Provide date of last inspection and type of coating in FWT. (review comments below)**

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Note: FW Tanks have to be inspected at intervals as required by SMS for health issues usually every 6 months. FW tanks use special paint for fresh water which the vessel has to have a drum of 20 liters as spare. Cement coating is used only as a solution of last resort when the required material is not available.

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**Additional information**

4.5 Fire Safety

0 / 13 (0%)

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**4.5.1 Are fire extinguishers of approved type, properly stowed, regularly serviced and sufficient in numbers?**

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**4.5.2 Are oxygen and acetylene bottles fitted with flashback arrestors and stored in well ventilated designated places?**

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**4.5.3 Are emergency escape sets provided?**

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**4.5.4 Is the fire detection system in satisfactory condition?**

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**4.5.5 Are combustible and hazardous materials stored in designated spaces and provided with Material Safety Data Sheets?**

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**4.5.6 Are main and emergency exits clearly marked and unobstructed?**

**4.5.7 If fitted are fire pumps, mains, hydrants, fire monitors and associated equipment operational and in apparent satisfactory condition? Is the fire main isolation valve suitably marked? Is an International shore Connection available and placed outside accommodation and suitably marked (if applicable)?**

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**4.5.8 Is the fire integrity, including fire doors, fire dampers and shutters throughout the vessel in apparent satisfactory condition?**

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**4.5.9 Are the machinery rooms and other spaces free from temporary flexible hoses for liquid's transfer?**

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**4.5.10 Are all flexible pipes, hoses and hose assembly installed as designed by original manufacturer only when necessary to accommodate relative movement between fixed piping and machinery parts, and shorter than 1.5 meters, free of sharp bends and not over-twisted?**

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**4.5.11 Are Damage Control and fire hose lockers in apparent satisfactory condition?**

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**4.5.12 Are crew-members familiar with firefighting safety equipment? Test the crew knowledge of the type of fire extinguishers provided on board? Can randomly chosen ratings (not engineering officers) explain their roles in the event of a fire emergency?**

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**4.5.13 Is the Fire Plan stowed in a weathertight container with a current crew list?**

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#### **Additional information**

4.6 Life Saving Appliances

0 / 10 (0%)

**4.6.1 Are life buoys, self-igniting lights, and MOB of approved type in various locations and in apparent satisfactory condition?**

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**4.6.2 Are life vests of approved type, properly stowed and sufficient in numbers?**

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**4.6.3 Are life rafts and hydrostatic releases properly secured / fitted and in apparent satisfactory condition?**

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**4.6.4 Are immersion suits of approved type, properly stowed and sufficient in numbers?**

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**4.6.5 Is the medicine locker sufficiently stocked, tidy and contents in date? Is there a first aid manual and are the crew sufficiently trained?**

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**4.6.6 Are signs for safety equipment in place marked with IMO symbols and instructions written in the working language of the vessel?**

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**4.6.7 Are lifeboats, rescue boats and their davits operational and in apparent satisfactory condition, including the on-load release mechanism? Are crew-members familiar with which lifeboat they are assigned to and their muster station? Furthermore, they should be able to identify any lifeboat designated as the rescue boat (either port or stbd, if no separate rescue boat? Are lifeboats lowered and tested in water at required intervals? Last date? (whatever is applicable)**

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**4.6.8 Are pyrotechnics complete, in good order and within date?**

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**4.6.9 Are immersion suits in good order and fitted with the prescribed lights?**

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**4.6.10 Is the separate set of explosion-proof or intrinsically safe portable VHF / UHF Radios dedicated to emergency and Firefighting well maintained with chargers and accessories, periodically tested with relevant records and its location is marked on the Firefighting plan? (SOLAS Chapter II-2/10.10.4. Minimum Number: At least two radios per fire party.)**

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#### **Additional information**

4.7 Pollution Control

0 / 14 (0%)

**4.7.1 Are there suitable means for containing any spillage on deck?**

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**4.7.2 If save-alls are fitted, are these in apparent satisfactory condition?**

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**4.7.3 Is sufficient oil spill clean-up equipment available onboard?**

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**4.7.4 Is there suitable means for storing and segregating waste onboard?**

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**4.7.5 Is the tug apparently free from any hull, bulkhead, valve or pipeline leakage, including hydraulic lines, liable to cause pollution or affect safe operations?**

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**4.7.6 Are there procedures in place for transferring bunkers, oil or contaminated bilges?**

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**4.7.7 Are measures in place to prevent unintentional overboard release of oil, sludge or sewage? Is the sewage**

system in apparent good order?

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**4.7.8 Is the Oil Record Book Part I properly filled out and up to date?**

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**4.7.9 Is a Garbage Management Plan in place and is the Garbage Record Book up to date? Is garbage segregation effective? Are garbage bins covered or have lids?**

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**4.7.10 Is oily water separator in apparent satisfactory condition, instructions posted and 15ppm monitor calibrated? Can vessel staff demonstrate how to display the electronic data history of the OWS if so equipped? Date last calibration test of OWS oil content meter, certificate available? Confirm no sign of any illegal piping (e.g. to bypass Oily Water Separator)?**

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**4.7.11 If fitted, is the ship's incinerator in good operational condition? Are there adequate waste oil management methods?**

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**4.7.12 Are Bunker Delivery Notes and bunker samples available on board?**

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**4.7.13 Are bunkering / oil transfer procedures in place, and if observed, adhered to? Is the bunkering gauging system operational?**

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**4.7.14 Are the overboard discharge valves secured in the closed position? Is the custody and location of the key for the overboard discharge valve locking device controlled?**

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#### **Additional information**

4.8 Hull and Deck

0 / 14 (0%)

**4.8.1 Is the visible condition of the external shell plating apparently satisfactory?**

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**4.8.2 Are the visible condition of the weather deck, deck wiring, piping, bulkhead penetrations and cable runs in apparent satisfactory condition?**

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**4.8.3.(a) Is the condition of the superstructure apparently satisfactory?**

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**4.8.3.(b) If sighted does the thickness gauging report show areas with steel diminution all below 20% ?**

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**4.8.3.(c) If available – provide date of the last UT thickness measurement report and the average (percentage) diminution of shell, deck, bottom and hold/tank bulkhead**

plating thickness. Provide a copy of UTM report if available.

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**4.8.4 Is the condition of the coatings apparently satisfactory?**

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**4.8.5 Are all hull markings clearly legible?**

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**4.8.6 Are the boarding arrangements (e.g., boarding ladders, accommodation ladders, gangways, platforms, transfer-basket, specialist personnel transfers for offshore installations or OSV-vessels, etc.) in apparent satisfactory condition and safely rigged? Is each arrangement tested and certified by specialized organization at required intervals?**

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Note: In case if there is a transfer-basket, - the crane has to be approved for it and cranes must have a 'MAN - RIDING' certification

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**4.8.7 Are bollards, fairleads, windlasses, capstans, tow bridle, mooring ropes and wires in apparent satisfactory condition?**

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**4.8.8 Are anchors and visible sections of anchor cables in apparent satisfactory condition? Is the bitter end release mechanism clearly marked?**

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**4.8.9 Are weathertight / watertight doors and hatches fully operational and providing effective sealing?**

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**4.8.10 Are vents and air / sounding pipes on deck in satisfactory condition with effective closing devices and clearly marked with the compartment they serve?**

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**4.8.11 Is supplied lifting gear / towing gear in apparent good condition and clearly marked with SWL?**

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**4.8.12 Is vessel fitted with fenders? Is the fendering in apparent good working condition?**

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**4.8.13 Are crash rails and stern rollers in satisfactory condition?**

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#### **Additional information**

4.9 Ballast Tanks and Void Spaces

0 / 10 (0%)

**4.9.1 Are ballast tanks' and voids' manhole covers in apparent satisfactory condition?**

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**4.9.2 Is the means of access in an apparently satisfactory condition?**

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**4.9.3 Are the internal bulkheads, frames, stringers, brackets**

and stiffeners apparently free from structural damage?

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**4.9.4 Are tanks and void spaces and their internal access ladders apparently free from significant wastage, pitting and scale, including bottom plating and protective striker plate(s) under sounding pipe(s)?**

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**4.9.5 Is the internal coating in apparently satisfactory condition?**

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**4.9.6 Are anodes fitted and in apparent satisfactory condition?**

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**4.9.7 Are the inspected tanks / void spaces free from any sign of oil contamination?**

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**4.9.8 Is pipework passing through tanks / void spaces in apparent satisfactory condition?**

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**4.9.9 Does the crew conduct ballast tank inspections in accordance with SMS and, if so, at what frequency? Are condition reports maintained onboard and sent to the ship's management office or logged in PMS?**

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**4.9.10 Do the Class records indicate that water ballast tanks and / or voids require re-inspection at annual survey?**

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#### **Additional information**

4.10 Machinery Spaces

0 / 23 (0%)

**4.10.1 Are all machinery spaces / compartments including bilges clean, tidy and free from combustible materials?**

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**4.10.2 Is all machinery in apparent good condition and free from significant oil or water leakages and/or temporary drains?**

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**4.10.3 Is all machinery exhaust lagging intact and free from leaks?**

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**4.10.4 Are machinery space pipe systems, sea suction and overboard valves free from apparent deterioration, leaks, temporary repairs and cement boxes?**

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**4.10.5 Are there suitable means in place for shutting down machinery in an emergency?**

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**4.10.6 Are all bilges fitted with functioning high-level alarms?**

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**4.10.7 Are regular tests carried out on machinery emergency shutdowns?**

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**4.10.8 Is the machinery space adequately lit?**

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**4.10.9 Is there an operational emergency lighting system in place?**

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**4.10.10 Is the ballast pumping system fully functional and regularly inspected?**

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**4.10.11 Are all valves clearly identified?**

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**4.10.12 Are all pipelines marked according to the international pipe color code system?**

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**4.10.13 Are battery spaces free from sources of ignition and provided with sufficient ventilation?**

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**4.10.14 Is the switchboard fully operational and regularly tested?**

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**4.10.15 Are machinery space gratings in place, secured and in a clean condition?**

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**4.10.16 Are lube oil samples taken from all major engine room equipment for analysis at intervals not exceeding 3 months or the period specified in vessel's SMS for particular machinery? Confirm that the test results show the criteria measured to be within acceptable limits.**

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**4.10.17 Are all major engine room and deck machinery items maintained within the Maker's scheduled intervals? Review engine room management schedule (established PMS intervals) and current running hours to confirm that there are no long overdue jobs and overhauls of main & auxiliary engines and major engine room machinery items.**

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**4.10.18 Is the engine monitoring and control system fully operational and regularly tested? Provide date of last full blackout test?**

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**4.10.19 Are FO / LO pipes and flanges adequately shielded? Is effective spray protection fitted to the fuel and oil pipes?**

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**4.10.20 Is the steering gear tested, free from hydraulic leaks and in apparent satisfactory condition? Are auto to manual changeover procedures and emergency steering instructions displayed? Is heading information displayed at the emergency steering position? (>1992)**

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**4.10.21 Is machinery guarded where appropriate (including**

coupling guards)?

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**4.10.22 Are Engine Logbook records adequate?**

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**4.10.23 Are performance reports for Main Engine and Aux-Engine(s) in order and kept on records? Are most recent overhaul reports for Main Engine and Aux-Engine(s) in order and kept onboard together with calibration records of measurement of cylinder liners (and bores), pistons, conrods, bearings, crankshaft, other ancillary components and Turbochargers? (especially for major overhauls made during a shipyard periods)**

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#### **Additional information**

4.11 Bridge, Navigation and Communication

0 / 10 (0%)

**4.11.1 Is bridge navigation and communication equipment in apparent satisfactory condition? Note: Surveyor should additionally check logbooks and weekly printouts. Are UPS/battery back-up/Emergency Power systems is good condition/maintained under ship's PMS?**

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**4.11.1(a) Are Deck logbook and weekly printouts, GMDSS Log Book and other logs records adequate?**

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**4.11.2 Is there an apparent working system in place to correct nautical charts and publications? Are relevant IMO publications onboard (SOLAS, MARPOL, STCW, IMDG Code, IMSBC Code, ICS/OCIMF, ISGOTT, ICS Tanker safety Guide (Chemicals), Ship to Ship transfer Guide, Code of Safe Working Practices, etc.)?**

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**4.11.3 Are Bridge Procedures, Company and master's Standing Orders, and records in place and followed? Are the occasions on when the Master is to be called specified?**

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**4.11.4 Are navigation lights in apparent satisfactory condition with relevant alarms in working order, and are navigation shapes readily available?**

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**4.11.5 Is passage planning properly carried out and covering berth to berth?**

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**4.11.6 Is emergency communication between bridge-engine room and bridge-steering gear room satisfactory?**

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**4.11.7 Is external weather routing in use for ocean voyages? (specifying what means of weather routing or precautionary reporting are used onboard for the voyage planning and during the voyages. If external weather routing is not provided, include Master's explanation -how is it handled?)**

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**4.11.8 If fitted, is the BNWAS in apparent satisfactory condition?**

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**4.11.9 Are procedures to vacate anchorage due to impending bad weather in place?**

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**Additional information**

4.12 Crew

0 / 16 (0%)

**4.12.1 If crew is multinational is there a common language understood by all?**

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**4.12.2 Is random or specific drug and alcohol testing carried out?**

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**4.12.3 Is the vessel adequately manned?**

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**4.12.4 Are familiarization records available (new joiners) filled out and complete? Are new joiners familiarized within ISM stipulated time frame of joining (typically 48 hours)?**

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**4.12.5 Do the general labor and living conditions onboard appear to be satisfactory?**

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Note: Any concerns regarding non-compliance with MLC should be mentioned. Cross check the crew list the rest hours records. Bunkering check list to be cross checked with rest hours records to verify proper record keeping of work/rest hours as per MLC/STCW requirements.

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**4.12.6 Does the member provide any seafarer wellbeing programs to their crew? If so, please list them with a short description.**

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**4.12.7 Is there evidence that the crew use the American Club/IDESS IT Computer Based Training (CBTs) tools, including as a minimum: Clean Seas: Complying with MARPOL 73/38 and Entry into Enclosed Spaces, and/or other non-American Club CBTs, whether onboard or ashore? The crew training records and relevant active PC-software should be demonstrated (if applicable) to the surveyor onboard (type of CBT has to be specified in the survey-report).**

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Note: Please refer to the description at <https://www.american-club.com/page/education-training-tools>

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**4.12.8 Can ship's Officers demonstrate their knowledge on the procedural requirements for enclosed space entry based on their safety management system and calibration / checking of portable gas detection equipment?**

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**4.12.9 Can ship's Officers demonstrate their knowledge on the procedural actions when a fire alarm is triggered?**

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**4.12.10 Can ship's Officers demonstrate their knowledge of damage control emergency actions?**

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**4.12.11 Can ship's Officers demonstrate their knowledge on the procedural requirements / actions if there is a failure in critical bridge equipment during sailing such as Electronic Chart Systems or the radar?**

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**4.12.12 Can ship's Officers demonstrate their knowledge on a randomly selected operational check list? This should be briefly described by officers as is applicable to the SMS on board. Please list rank of examined personnel.**

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**4.12.13 Can ship's Officers and crewmember demonstrate their knowledge on the permit to work system and the procedural requirements for working aloft based on their safety management system? Are hot work permits and working aloft records kept?**

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Note: Work permit system compliance include Work permits covering Cold Work Permits, Work Aloft / Overside, Enclosed Space Entry permit, Pressurized systems, Electrical Work Permits, and JHA (Job Hazard Assessment, if applicable for mooring /unmooring) as well as Risk Assessment for high risk operations such as STS etc. Hot work policy on tankers required the shore management office to be informed by email and when authorization is granted only then the vessel may proceed, with the work.

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**4.12.14 Can the engineering team (not just the Chief Engineer or officer on watch) explain and demonstrate their roles in a Loss of Power exercise? Please list personnel who were involved in this exercise.**

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**4.12.15 Is Risk Assessment undertaken onboard for various operational situations or crew assignments? Are relevant records kept and in order?**

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**4.12.16 Does the Master and all navigational watch keeping officers hold GMDSS General Operator Certificates?**

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#### **Additional information**

4.13 Shipboard Security and Cyber Security

0 / 7 (0%)

**4.13.1 Is Ship and Port Facility Security Plan in place? Have shipboard security procedures and records, including MARSEC level, access control of visitors prescribed by SPS, etc., been inspected and found in order?**

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**4.13.2 Are there Cyber-Security measures in place to control the use of removable media (USB memory sticks, CDs, DVDs, etc.) onboard? Are crew networks isolated from computer**

**systems designated for ship's operations? Are there means for visitors (Surveyors / Cargo inspectors etc.) to print out paperwork on an isolated printer?**

Note: The ship's cyber security policy and procedures should be inspected and it should be confirmed that they comprise part of the ship's management system. It should be verified that basic cyber hygiene rules, such as access restriction to shipboard computers and systems, procedures for the update of ENC/ECDIS, password protection, etc., are followed.

**4.13.3 Is there an efficient password protection system in place for each ship-board computer?**

**4.13.4 Is antivirus protection software in place and regularly updated in the ship-board computer systems?**

**4.13.5 Are servers on board locked / protected from unauthorized access? Who has the keys?**

**4.13.6 Is there an internet policy for crew onboard and are the crew trained in its proper usage?**

**4.13.7 Is there evidence in the ship security file of a completed risk assessment establishing the risks of a cyber-attack and countermeasures?**

5.1 General

0 / 28 (0%)

**5.1.1 Is there a Stability Manual considering stability during towage available and are all relevant personnel familiar with the limitations imposed by it?**

**5.1.2 Are Stability Records maintained by a responsible person?**

**5.1.3 Are there procedures in place for towing operations?**

**5.1.4 Are Towing Logs maintained and available onboard?**

**5.1.5 Are tow wire inspections carried out regularly and records maintained onboard?**

**5.1.6 Are procedures in place for replacing or condemning damaged tow wires?**

**5.1.7 Are towing winches in apparent satisfactory condition?**

**5.1.8 If fitted, is the tow winch payout alarm and a suitable means of emergency release fully operational? Are emergency release systems regularly tested and records maintained? Have the emergency release alarm(s) been tested?**

**5.1.9 Are tow wires in apparent satisfactory condition and of suitable size / BL and length?**

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**5.1.10 Are towlines fitted with spelter sockets or thimbles of suitable size and are these in apparent satisfactory condition?**

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**5.1.11 If fitted, is the GOG (or GOB) system or suitable towline girting preventing system in apparent satisfactory condition?**

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**5.1.12 Are there a suitable number of connecting links / shackles, are these of suitable size and in apparent satisfactory condition?**

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**5.1.13 If supplied onboard is the towing stretcher of suitable size and in apparent satisfactory condition? If used, do synthetic shock lines have the capability to deal with the expected dynamic loads?**

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**5.1.14 For all composite units (as ATB or ITB) - is the tug / barge connection system in apparent satisfactory condition?**

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**5.1.15 For all composite units is there a suitable system with alarm available for monitoring connection roll and pitch limits and coupling forces?**

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**5.1.16 If applicable, is there a system for prevention of chafing of the towline?**

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**5.1.17 Are the bridle recovery arrangements in good condition?**

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**5.1.18 If applicable, are the emergency towing bridle/wire, deck connections and pick-up rope & buoy in good condition?**

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**5.1.19 If towline is not provided with quick release capability, does the vessel have cutting gear readily available?**

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**5.1.20 Are procedures in place to ensure the towline adequately complies with the minimum breaking load (MBL) requirements?**

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**5.1.21 Does the vessel have a contingency plan in place that addresses towing and pushing activities?**

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**5.1.22 Does the vessel have a searchlight that can be directed from the vessel's main steering station and is it in good working order?**

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**5.1.23 Does the vessel carry a spare towline, spare stretchers, shackles and associated equipment that meet all the requirements for the main gear?**

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**5.1.24 Is the towing winch equipped with two drums and a redundant drive mechanism? If no, are there equivalent alternative procedures to handle the towline?**

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**5.1.25 If the winch is fitted with equipment to measure the tension of the towline and is the equipment in good operational condition? Is the instrumentation in the wheelhouse functioning if fitted?**

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**5.1.26 Is a tow winch brake alarm fitted and audible in the wheelhouse?**

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**5.1.27 Are risk assessments or hazard analyses carried out for non-routine towing/pushing operations?**

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**5.1.28 If fitted, is the dynamic positioning (DP) system reported to be in satisfactory working condition? Is the DP certification currently up to date?**

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#### **Additional information**

Signatures

0 / 1 (0%)

**Master's signature: (For receipt only)**

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**Surveyor's signature**

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**Are you done inspecting and reporting, and the report is considered to be completed? (email will be sent to the Club if report is completed)**

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