Marine Inspection for Small Workboats

(Common Marine Inspection Document for Small Workboats)

Vessel: IMOR

IMO: 9212565

Inspection Date: 16th September 2013

Issued by :

MECAL Ltd
International Marine Consultancy
Ocean Building
Queen Anne's Battery
PLYMOUTH PL4 0LP
Tel: +44(0)1752 251211
Fax: +44(0)1752 251212
E Mail: admin@mecal.co.uk

The International Marine Contractors Association

www.imca-int.com

IMCA M 189 Rev. 2, IMCA S 004 Rev. 2
May 2012

The International Marine Contractors Association (IMCA) is the international trade association representing offshore, marine and underwater engineering companies.

IMCA promotes improvements in quality, health, safety, environmental and technical standards through the publication of information notes, codes of practice and by other appropriate means.

Members are self-regulating through the adoption of IMCA guidelines as appropriate. They commit to act as responsible members by following relevant guidelines and being willing to be audited against compliance with them by their clients.

There are two core activities that relate to all members:

- Competence & Training
- Safety, Environment & Legislation

The Association is organised through four distinct divisions, each covering a specific area of members' interests: Diving, Marine, Offshore Survey, Remote Systems & ROV.

There are also five regional sections which facilitate work on issues affecting members in their local geographic area – Asia-Pacific, Central & North America, Europe & Africa, Middle East & India and South America.

IMCA M 189 Rev. 2, IMCA S 004 Rev. 2

This document supersedes all previous issues of the Marine Inspection Checklist for Small Workboats, which are now withdrawn.

This latest issue has been produced as the result of discussion by a cross-industry steering committee and workgroup which has resulted in a complete update of the document.

www.imca-int.com/marine
www.imca-int.com/survey

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IMCA M 189 Rev. 2, IMCA S 004 Rev. 2 – May 2012

Introduction

Purpose

The purpose of this document is to provide a basic marine inspection standard for workboats which are used world-wide and are less than 500 gross tonnage and/or less than 50 metres in length and are therefore not required to have either an International Safety Management or an International Ship Security certificate, although the principles outlined within the two codes are worth following.

In this document 'small workboat' means a small vessel in commercial use, other than for sport, pleasure, pilot duties, surveying of harbours and their approaches or dredging. These small workboats could be used for various appropriate tasks such as inshore survey, repair of remote equipment, shallow water air dive support, construction support and personnel transfer.

The main purpose of this checklist is to verify that a workboat is being operated in a safe manner. It is not intended to verify that the vessel has been constructed or operated in accordance with the requirements of any specific International Maritime Organization, flag state or coastal state regulation nor is it intended to indicate that the vessel is suitable for a particular role or job.

Notes

1. This document – IMCA M 189/S 004 – *Marine inspection for small workboats (Common marine inspection document for small workboats)* – follows the structure of IMCA M 149 – *Common marine inspection document*;
2. The vessel owner has the right to comment on the findings;
3. The electronic version of this report, ready for completion by inspectors, is available via the IMCA website at www.imca-int.com/documents/divisions/marine/docs/IMCAM189.doc
4. See www.imca-int.com/publications for information on obtaining the printed version and related documents;
5. In the inspection report, the abbreviations used are: NA = not applicable; NS = not seen;
6. Vessel categories used in this document are:

   category 0 – unrestricted service
   category 1 – up to 150 miles from a safe haven
   category 2 – up to 60 miles from a safe haven,

   as identified by the UK Maritime & Coastguard Agency.

Terminology Definitions

Inspector	The person (or persons) inspecting the vessel. The technical knowledge, experience and competence of the person (or persons) performing the inspection should be appropriate to the type of vessel under review.
Inspector competence	Inspector competence is a key part of delivering a consistently good marine inspection for small workboats. Competence is self administered by the inspection companies and forms part of the IMCA competence framework. The individual's competence is a combination of three sections: ♦ qualifications; ♦ experience; and ♦ verification. Qualifications ♦ Seagoing qualification at management level or appropriate qualification for the vessel type; ♦ Inspection/audit qualification. Experience ♦ A number of inspections in tandem with a competent inspector; ♦ A number of inspections shadowed by a competent inspector; ♦ Following the inspections, the inspector should be given feedback with remedial action taken as required; ♦ A minimum number of inspections per year to maintain competence. Note: 'An inspection' means carrying out the inspection, discussing the results with the Master and writing/delivering the report. Verification ♦ Inspector company to develop and administer a competence assurance scheme including mentoring; ♦ The inspector's client to provide feedback to the company and audit the company scheme if necessary.
International voyage	A voyage from a country to a port or place outside such country or the converse.
Operator	The word 'operator' has been used throughout this document as meaning either the company, operator or manager responsible for the vessel.

Abbreviations

DSC	digital selective calling
EPIRB	emergency position indicating radio beacon
IMCA	International Marine Contractors Association
IMO	International Maritime Organization
ISPS	International Ship & Port Facility Security (ISPS) Code
LSA	life saving appliances
NUC	not under command
P&I	protection and indemnity
PoB	personnel onboard
SART	search and rescue transponder
SSB	single side band
VHF	very high frequency

Inspection Process

The inspection should be planned and undertaken in liaison with the vessel owner to maximise the use of resources, while creating the least disruption to ongoing activities. Sufficient flexibility should be built into the programme to reflect changing operational demands. To this end, the inspector and vessel owner should discuss in advance:

- the timing and programme (opening meeting, scope of inspection and closing meeting);
- approximate duration and format of the inspection;
- the personnel to be made available;
- vessel's documentation requiring to be viewed (including previous inspection reports where available);
- if in doubt, the inspector may ask for the equipment in question to be operated.

The inspector should satisfy him/herself that, through the inspection process, shore-based management has demonstrated a satisfactory commitment to the vessel's health, safety and environmental issues. This can be achieved through observation and conversation with the vessel's crew with matters relevant to them.

Throughout the inspection, the inspector, where possible and appropriate, should be accompanied by the vessel owner's personnel familiar with the area being inspected.

On conclusion, the inspector will provide the relevant operator's personnel with a verbal briefing and a brief written summary of the result of the inspection. The Master has the right to comment and include notes on the findings.

Inspection Summary

Report completed by *(inspector's name)*	Christian Olsen Technical Manager MECAL	**Date**	16th September 2013
Inspector's employer	MECAL, International Marine Consultancy, UK MCA Certifying Authority		
Company on whose behalf inspection is carried out	Maritime Institute Gdansk		
Report summary seen and discussed by *(Master's or delegated representative's name)*	Captain Andrzej Dziubich	**Date**	16th September 2013

Inspection findings

Vessel prepared for Inspection

Port Shuttle (Thruster) Oil header tank found to have leaking sight glass

Main Crane – Hydraulic hose found to be deteriorating and requires changing

Petrol warning notice required for workboat petrol stowage area

500m entry procedure not held onboard.

Master STCW qualification not onboard at time of inspection. Master stated it was ashore for renewal. To be carried onboard

Issued At Plymouth

18th September 2013

Master's comments

Masters certificate is at Head Marine Office for renewal

Debrief

The inspector should discuss the inspection findings with the Master before leaving the vessel.

Distribution List for Reports

A written copy summarising the findings should be left on the vessel inspected.

A copy of the *final* report to be distributed as follows:

1. Vessel
2. Vessel owner
3. The party who commissioned the inspection, if not the vessel owner, such as an oil company client

Vessel Particulars

	Requested Information
Name of vessel	IMOR
IMO number	9212565
Type of vessel *(include detail of any special features)*	Swath Survey & ROV support
Previous name(s)	IMOR II
Vessel owner/operator	
Name:	Maritime institute Gdansk
Address:	DLUGI TARH 41/42 80830 Gdansk
Tel:	48 58 30 11879
Fax:	
E-mail:	im@im.g.da.pl
Date current vessel owner/operator assumed responsibility for vessel	7th October 2005
Manning agent	NA
Address:	NA
Tel:	NA
Fax:	NA
E-mail:	NA
Flag *(if the vessel has changed flag within the past six months, report date of change and previous flag)*	Polish
Port of registry	Gdansk
Classification society *(if the vessel has changed class within the past six months, report date of change and previous classification society)*	PRS Class *KM Research Ship 1 AUT (PRM)
Class ID number	680119
Workboat certificate details	NA Over 24m Load Line Length
Issued	NA
Issued by	NA
Valid until	NA
Category	NA
Last annual exam (valid if issued within past 15 months)	NA
Total allowance number of persons on board (PoB)	16

Additional comments/observations

This space may be used to record any general comments the inspector wishes to make which are not covered elsewhere

Vessel Surveyed afloat and no significant hull defects noted from the quay.

All weather tight closures found satisfactory.

Accommodation found in clean condition. 12 Cabins located on main deck level with berths for 16 persons. All cabins are ensuite.

Machinery Spaces found in clean condition. Machinery ran and instrumentation checked.

Machinery space emergency fuel quick closing valves tested and fire alarm system tested.

Index of Certificates and Documents

Certificates	Applicable to vessel type Y/N	Date of Expiry	Cert does not expire
Flag state certificate(s)	Yes	15/01/16	
Classification society certificate(s)	Yes	15/01/16	
Radio station licence	Yes	15/01/16	
Servicing certificate – life raft #1	Yes	Annual 03/2014	
Servicing certificate – life raft #2	Yes	Annual 03/2014	
Servicing certificate – life raft #3			
Servicing certificate – life raft #4			
Hydrostatic release certificate – life raft #1	Yes	05/2015	
Hydrostatic release certificate – life raft #2	Yes	05/2015	
Hydrostatic release certificate – life raft #3			
Hydrostatic release certificate – life raft #4			
Certificates of insurance – Employer's liability	Yes	31/12/13	
Certificates of insurance – Hull and machinery	Yes	31/12/13	
Certificates of insurance – P&I	Yes	31/12/13	
Certificates of test and thorough examination of lifting equipment	Yes	Tested 01/03/13 Due Cert 03/18 Annual Inspection	
Last independent inspection of lifting equipment	Yes	01/03/13 Net Marine	

Checklist Based on Approved Code of Practice for Workboats

1 Inspection

1.1	Has the vessel been subject to a port state inspection since the previous inspection?	Yes X	No	NA	NS
	Comments Inspected by the MCA in Grimsby by R Stevenson. No deficiencies found.				

Where and when was the inspection carried out? If vessel was detained, or significant deficiencies were listed, record the reason for detention or nature of those deficiencies

1.2	Is there any independent certificate of inspection of the vessel available?	Yes X	No	NA	NS
	Comments MCA report of Inspection. Polish Class Inspection Surveys up to date. No known conditions of class				

e.g. classification society/flag state/insurance survey

2 Logbooks

2.1	Does the vessel have a radio logbook?	Yes X	No	NA	NS
	Comments				

2.2	Does the vessel have appropriate logbook/s (*e.g. official/deck/engine*)?	Yes X	No	NA	NS
	Comments Deck Log book, Oil Record Book and Garbage Record Book inspected, No deficiencies found.				

3 Weather-tight Integrity

3.1	Is it possible to secure all openings to prevent the ingress of water whilst at sea?	Yes X	No	NA	NS
	Comments				

3.2	Are doors located above the weather deck, which give access to spaces below, weather-tight and able to be operated from either side?	Yes X	No	NA	NS
	Comments				

3.3	If there are any opening skylights fitted, can they be effectively secured from either side?	Yes	No	NA X	NS
	Comments				

3.4	Are blanks available for securing in place, in the event of breakage of a skylight?	Yes	No	NA X	NS
	Comments				

3.5	If any opening or port-lights are below the weather deck, are there dead-lights or blanks available to be secured in place?	Yes	No	NA X	NS
	Comments Port lights all above main deck level and fitted with deadlights				

3.6	Can all opening port-lights be effectively secured?	Yes	No	NA X	NS
	Comments				

3.7	Are all weather-tight closures to ventilators in full working order?	Yes X	No	NA	NS
	Comments				

3.8	Does the hull and structure of the vessel appear in a good state of repair?	Yes X	No	NA	NS
	Comments As far as could be seen with the vessel afloat with tanks secured closed				

3.9	When a deck is fitted with bulwarks such that water may be trapped, are there effective freeing ports?	Yes X	No	NA	NS
	Comments				

3.10	Are sea inlets and discharges below the waterline fitted with a seacock or other effective means of closure?	Yes X	No	NA	NS
	Comments				

3.11	Is there evidence of any water leaking into the vessel below decks?	Yes	No X	NA	NS
	Comments				

4 Machinery and Electrical

4.1	Are the engine/generator and the space in which it is sited clean and well maintained?	Yes X	No	NA	NS
	Comments Engine rooms clean and free from oil				

4.2	Are vent pipes for fuel tanks protected against water ingress by a goose neck or other efficient means?	Yes X	No	NA	NS
	Comments Auto ball float heads fitted to air pipes				

4.3	Are vent pipes for fuel tanks protected against flame ingress by a suitable gauze diaphragm?	Yes X	No	NA	NS
	Comments				

4.4	Are there means available to effectively control fuel spillages or leaks from permanent or temporary equipment?	Yes X	No	NA	NS
	Comments Savealls fitted to OF pipes				

4.5	Is there a safe means of isolating the fuel supply in the event of an emergency?	Yes X	No	NA	NS
	Comments Air Operated quick closing valves. Tested during inspection				

4.6	Are there any fuel or oil leaks in the machinery spaces?	Yes X	No	NA	NS
	Comments One small oil leak noted on sight glass, Port Thruster space				

4.7	Are the bilges free from oil?	Yes X	No	NA	NS
	Comments				

4.8	When batteries are the sole means of starting the propulsion engine, are there at least two sets of batteries available?	Yes X	No	NA	NS
	Comments Starting Batteries provided for each set of engines				

4.9	Are there safe means of isolating electrical supplies?	Yes X	No	NA	NS
	Comments				

4.10	Are electrical systems protected from water?	Yes X	No	NA	NS
	Comments				

4.11	Are battery spaces adequately ventilated?	Yes X	No	NA	NS
	Comments				

4.12	Is the battery cut-off switch operational?	Yes X	No	NA	NS
	Comments				

4.13	Are all batteries secured firmly to prevent movement?	Yes X	No	NA	NS
	Comments				

4.14	Is effective emergency lighting provided to allow escape from under-deck and to allow essential activities to continue?	Yes X	No	NA	NS
	Comments Duplication of Batteries in each independent hull and machinery space				

4.15	Is effective emergency lighting provided to illuminate survival craft launching and embarkation areas?	Yes X	No	NA	NS
	Comments				

4.16	Is effective emergency lighting provided to illuminate man-overboard rescue equipment and rescue areas?	Yes X	No	NA	NS
	Comments				

4.17	If steering by remote control, are there effective means of emergency steering?	Yes X	No	NA	NS
	Comments Communication methods tested between bridge and emergency helm. Emergency steering from each thruster space				

4.18	Are there two fully working bilge pumps?	Yes X	No	NA	NS
	Comments Electrically operated bilge pumps in each hull and engine room.				

4.19	Is at least one bilge pump available for duty in an emergency?	Yes X	No	NA	NS
	Comments				

The pumps and sources of power, if power-driven, should be in widely separated spaces so that any single event does not disable all the pumping systems.

4.20	Is an operating bilge alarm fitted in watertight spaces containing machinery?	Yes X	No	NA	NS
	Comments Bilge alarms tested in Thruster compartments and engine rooms				

4.21	Are operating manuals available for the machinery?	Yes X	No	NA	NS
	Comments				

4.22	Are adequate tools and emergency spares available for the machinery?	Yes X	No	NA	NS
	Comments				

4.23	Are maintenance records available for the onboard equipment?	Yes X	No	NA	NS
	Comments				

5 Stability

5.1	Does the vessel have an approved stability information booklet?	Yes X	No	NA	NS
	Comments PRS approved 28/09/05				

5.2	Is a competent person available to calculate the vessel's stability?	Yes X	No	NA	NS
	Comments Master				

5.3	Are any stability records available to show the effects of adding or removing loads on the vessel?	Yes X	No	NA	NS
	Comments				

5.4	Are the crew familiar with the stability issues with regards to winches and lifting operations?	Yes X	No	NA	NS
	Comments Lifting conditions included in stability information book				

6 Freeboard

6.1	Is the vessel marked with a deck line and freeboard mark?	Yes X	No	NA	NS
	Comments				

6.2	If the vessel is not marked with a deck line and freeboard mark, has the safe maximum draft been determined?	Yes	No	NA X	NS
	Comments				

7 Escape

7.1	Are there at least two means of escape from any manned/occupied space?	Yes X	No	NA	NS
	Comments Escapes clearly marked and opened during inspection				

7.2	If there are not at least two means of escape, are there fire detectors?	Yes X	No	NA	NS
	Comments				

7.3	Are means of escape clearly marked?	Yes X	No	NA	NS
	Comments				

8 Fire

8.1	Are fire detectors, where fitted, working?	Yes X	No	NA	NS
	Comments Fire detectors tested in Engine room and Chief Engineers cabin. Testing routine established onboard.				

8.2	Are the fire detectors, where fitted, tested on a regular basis?	Yes X	No	NA	NS
	Comments				

8.3	If no fire detectors are fitted, are adequate procedures in place to detect smoke or fire?	Yes	No	NA X	NS
	Comments				

8.4	Is the fire pump working?	Yes X	No	NA	NS
	Comments Fire pump tested during inspection				

This may be a manual or power driven pump.

8.5	Can the fire hose deliver a jet of water to any part of the vessel?	Yes X	No	NA	NS
	Comments				

8.6	Does the jet and spray nozzle work on the fire hose?	Yes X	No	NA	NS
	Comments Tested during inspection				

8.7	Are there at least two multi-purpose fire extinguishers on the vessel?	Yes X	No	NA	NS
	Comments 20 Fire Extinguishers onboard				

8.8	Do the extinguishers appear in good condition?	Yes X	No	NA	NS
	Comments All inspected & certificated 01/03/13				

8.9	Is there a fixed means of discharging a fire-extinguishing medium to the engine room?	Yes X	No	NA	NS
	Comments CO2 system fitted to both engine rooms				

If there is no fixed means of discharging a fire-extinguishing medium to the engine room how would an engine room fire be extinguished?

8.10	Are there at least two fire buckets with lanyards?	Yes X	No	NA	NS
	Comments				

8.11	Is there a fire blanket in the galley or cooking area?	Yes X	No	NA	NS
	Comments				

8.12	Do the crew know how to operate the fire fighting equipment?	Yes X	No	NA	NS
	Comments				

9 Radio

9.1	Is there a fixed radio installation fitted with digital selective calling (DSC)?	Yes X	No	NA	NS
	Comments DSC on VHF, MF/HF				

For category 6 vessels recommendation only

9.2	Is a medium frequency single side band (MF SSB) radio telephone with DSC fitted?	Yes X	No	NA	NS
	Comments				

Recommended for category 0, 1 & 2 vessels

9.3	Is an emergency position indicating radio beacon (EPIRB) fitted?	Yes X	No	NA	NS
	Comments Annual 06/03/13 Battery Expire 04/15				

9.4	Is a search and rescue transponder (SART) fitted?[1]	Yes X	No	NA	NS
	Comments Expire 03/17				

9.5	If operating in a NAVTEX area, is a NAVTEX receiver fitted?[2]	Yes X	No	NA	NS
	Comments Print out inspected				

9.6	Is there a person onboard with an approved certificate for operation of the radio equipment?	Yes X	No	NA	NS
	Comments Master & Deck Officer				

1 The fitting of a SART may be a recommendation or a requirement depending upon the local maritime administration
2 NAVTEX is a system used for the broadcast of localised marine safety information (MSI) using radio telex

9.7	Are cards available giving a clear summary of the radio telephone distress, urgency and safety procedures?	Yes X	No	NA	NS
	Comments				

9.8	Are there clear instructions for the operation of the hand held VHF?	Yes X	No	NA	NS
	Comments				

9.9	Are the vessel's call sign and radio station identity displayed?	Yes X	No	NA	NS
	Comments				

10 Navigation Equipment

10.1	Are the navigation lights working?	Yes X	No	NA	NS
	Comments Tested During Inspection				

10.2	Is there a means of making an efficient sound signal?	Yes X	No	NA	NS
	Comments				

10.3	Is the all round anchor light working?	Yes X	No	NA	NS
	Comments				

10.4	Are the not under command (NUC) lights working?	Yes X	No	NA	NS
	Comments				

10.5	Are NUC shapes available?	Yes X	No	NA	NS
	Comments				

10.6	Does the magnetic compass have a valid deviation card?	Yes X	No	NA	NS
	Comments Updated 27/02/13				

A fluxgate compass is an acceptable alternative to the magnetic compass

10.7	Does the light work on the magnetic compass?	Yes X	No	NA	NS
	Comments				

10.8	Is a global navigation satellite system or a terrestrial radio navigation system available?	Yes X	No	NA	NS
	Comments				

Recommended for category 0, 1 and 2 vessels

10.9	Is there means of measuring the distance covered?	Yes X	No	NA	NS
	Comments				

Recommended for category 0, 1 and 2 vessels

10.10	Is the echo sounder working?	Yes X	No	NA	NS
	Comments				

Recommended for category 0, 1 and 2 vessels

Other means to measure the depth of water may be used

10.11	Are current, corrected charts available?	Yes X	No	NA	NS
	Comments				

An electronic chart plotting system complying with appropriate maritime administration requirements may be acceptable

10.12	Are current tide tables available?	Yes X	No	NA	NS
	Comments				

10.13	Is there a tidal stream atlas available for the area of operation?	Yes X	No	NA	NS
	Comments				

10.14	Is there a copy of list of radio signals available for the area of operation?	Yes X	No	NA	NS
	Comments				

10.15	Is a copy of the International Code of Signals available?	Yes X	No	NA	NS
	Comments				

10.16	Is an efficient waterproof signalling lamp suitable for Morse signalling provided?	Yes X	No	NA	NS
	Comments				

10.17	Is an efficient radar reflector fitted?	Yes	No	NA X	NS
	Comments Large Steel Vessel				

10.18	Is there a working fixed or portable searchlight for a vessel that may operate in darkness?	Yes X	No	NA	NS
	Comments				

10.19	Does the vessel have sufficient anchor cable for the proposed area of operation?	Yes X	No	NA	NS
	Comments To PRS Rules , Certificates onboard				

11 Navigation

11.1	Is the vessel provided with operator policy statements, instructions and procedures with regard to safe navigation?	Yes X	No	NA	NS
	Comments				

11.2	Does the vessel have written procedures for entry into a 500-metre zone?	Yes	No X	NA	NS
	Comments Note in Inspectors Observations. Master states this will be carried when required				

11.3	Are up-to-date navigation warnings and weather forecasts available?	Yes X	No	NA	NS
	Comments				

12 Accommodation

12.1	Is all heavy equipment in the accommodation secured?	Yes X	No	NA	NS
	Comments				

12.2	Is there an efficient working ventilation system for enclosed spaces that may be entered by personnel?	Yes X	No	NA	NS
	Comments Full Risk Assessments and permit to work system in place				

12.3	Are there adequate stowage facilities for personal effects for the proposed PoB?	Yes X	No	NA	NS
	Comments				

12.4	Are there adequate toilet facilities for the proposed PoB?	Yes X	No	NA	NS
	Comments Toilet and shower in every cabin				

12.5	Is the vessel to be at sea for more than 24 hours? If yes, questions 12.6 to 12.11 should be answered.	Yes X	No	NA	NS
	Comments				

12.6	Is there adequate ventilation to all accommodation spaces including air conditioning if appropriate?	Yes X	No	NA	NS
	Comments Full air conditioning throughout accommodation				

12.7	Is there adequate electric lighting?	Yes X	No	NA	NS
	Comments				

12.8	Is there an adequate supply of fresh drinking water?	Yes X	No	NA	NS
	Comments				

12.9	Is there emergency drinking water of two litres per person?	Yes X	No	NA	NS
	Comments Bottled water stored in provisions store				

12.10	Is there a bunk or cot for all those that will be onboard?	Yes X	No	NA	NS
	Comments				

12.11	Is there a galley with adequate means for preparing food, a stove for cooking and a sink?	Yes X	No	NA	NS
	Comments				

13 Protection of Personnel

13.1	Is there a safe means of access to the workboat?	Yes X	No	NA	NS
	Comments				

13.2	Are there adequate guardrails around the deck?	Yes X	No	NA	NS
	Comments				

13.3	Are there at least two safety harnesses onboard and additional harnesses for all those required to work on deck?	Yes X	No	NA	NS
	Comments				

13.4	Is the surface of the working deck non-slip?	Yes X	No	NA	NS
	Comments				

13.5	Are personnel provided with protective clothing appropriate to the prevailing air and sea temperatures?	Yes X	No	NA	NS
	Comments Full PPE for each person				

13.6	If the mean seawater temperature is 10°C or less, is there an approved survival suit for each person on board?	Yes X	No	NA	NS
	Comments Every cabin has a survival suit and lifejacket				

13.7	What measures have been taken to prevent personnel being exposed to excessive noise?	Yes X	No	NA	NS
	Comments Warning notices and ear defender provided at entry to engine rooms				

13.8	Are noise-warning signs posted as appropriate?	Yes X	No	NA	NS
	Comments				

13.9	Is a safety briefing given to all personnel who go on a voyage covering such items as use of life jackets and procedures to be followed in the case of an emergency?	Yes X	No	NA	NS
	Comments				

13.10	In the event of collision, grounding, fire, explosion, gas or toxic vapour release, are adequate written emergency procedures in place?	Yes X	No	NA	NS
	Comments				

13.11	Are adequate medical stores provided?	Yes X	No	NA	NS
	Comments Inspection certificate 27/02/13				

Consider using company standards or the information given in local maritime administration guidance or regulation e.g. MSN 1768 (UK), Maritime Rules Part 50 (New Zealand).

14 Crane

14.1	Is there a valid test certificate for the crane if fitted?	Yes X	No	NA	NS
	Comments Inspected 01/03/13				

Refer to IMCA M 187 – Guidelines for lifting operations.

14.2	Is there a competent crane operator onboard?	Yes X	No	NA	NS
	Comments Chief Engineer. Crane operations witnessed				

Refer to IMCA M 187 – Guidelines for lifting operations.

15 Manning

15.1	Does the person in command hold an appropriate certificate of competency?	Yes	No X	NA	NS
	Comments Not sighted as ashore for renewal				

e.g. certificate issued by the flag or coastal state, a certificate as a yachtmaster offshore (motor) or a boatman's licence for the appropriate area

15.2	Is there a second person onboard deemed experienced by the person in command?	Yes X	No	NA	NS
	Comments Polish Issued STCW 95 OOW				

15.3	Is there a person onboard familiar with the operation and maintenance of the main propulsion machinery?	Yes X	No	NA	NS
	Comments Chief Engineer holds Polish Issued STCW 95 EOOW suitable for vessel size				

15.4	Is there at least one person onboard who holds an appropriate certificate for the operation of the radio station?	Yes X	No	NA	NS
	Comments Master				

15.5	Is there at least one person onboard who holds an approved medical first aid certificate?	Yes X	No	NA	NS
	Comments All officers				

15.6	Has the person in command attended an approved stability course for workboats or is he/she able to satisfy the flag/coastal state, or other independent body, that he/she has adequate knowledge?	Yes X	No	NA	NS
	Comments				

15.7	Has the person in command and any member of the crew who is liable to use the radar undertaken appropriate training in its use?	Yes X	No	NA	NS
	Comments				

15.8	Are the crew members able to satisfactorily demonstrate operation of life saving appliances and fire-fighting equipment?	Yes X	No	NA	NS
	Comments				

16 Reporting

16.1	Are accidents and incidents investigated and reported in accordance with relevant flag state and/or coastal state requirements?	Yes X	No	NA	NS
	Comments				

16.2	Have there been any accidents or incidents on the workboat in the last 12 months?	Yes	No X	NA	NS
	Comments No Accidents recorded				

16.3	If there have been any accidents or incidents, are reports available?	Yes	No	NA X	NS
	Comments				

17 Clean Seas

17.1	Are adequate arrangements in place to prevent the discharge of sewage in prohibited areas?	Yes X	No	NA	NS
	Comments Vessel has grey and black water storage tanks				

17.2	Are prohibited areas for sewage discharge identified?	Yes X	No	NA	NS
	Comments Garbage Placard on Bridge				

17.3	Are arrangements in place for the retention of garbage onboard?	Yes X	No	NA	NS
	Comments Garbage record book, placard and management plan . Garbage storage and separation bins in place				

17.4	Are arrangements in place for the handling of oily wastes?	Yes X	No	NA	NS
	Comments All bilge water goes to holding tank for discharge ashore. Oil Record book onboard				

17.5	Are arrangements in place for the prevention of discharge of oil/oil-contaminated water overboard?	Yes X	No	NA	NS
	Comments All bilge water & waste oil go to a holding tank for discharge ashore. Oil Record book onboard				

18 Life Saving Appliances

18.1	Is/are there a life raft(s) onboard sufficient for the proposed maximum PoB?	Yes X	No	NA	NS
	Comments 2 x 20 Man SOLAS rafts SOLAS A pack				

If no life raft is fitted, what means are there in place to abandon the workboat at sea if required to do so?

18.2	Does/do the life raft(s) have a current certificate of examination?	Yes X	No	NA	NS
	Comments Annual Due 01/03/14				

When is/are the life raft(s) next due for examination?

18.3	Are there sufficient life buoys for the type of operation and workboat?	Yes X	No	NA	NS
	Comments 8 Onboard				

18.4	Are there sufficient life buoys with light for the type of operation and workboat?	Yes X	No	NA	NS
	Comments Pains Wessex Light and smoke				

18.5	Do the life buoys have buoyant heaving lines?	Yes X	No	NA	NS
	Comments				

18.6	Is there a life jacket for every person carried on the workboat?	Yes X	No	NA	NS
	Comments 16 Lifejackets onboard ,1 each person onboard 4 Spare Jackets on bridge				

18.7	Are there parachute flares onboard the workboat?	Yes X	No	NA	NS
	Comments 4 Expire 11/13				

18.8	Are there red hand flares onboard the workboat?	Yes X	No	NA	NS
	6 Expire 11/13				

18.9	Are there at least two buoyant or hand held smoke signals?	Yes X	No	NA	NS
	Comments 2 Expire 11/13				

18.10	Is there a thermal protective aid for every person carried on the workboat?	Yes X	No	NA	NS
	Comments				

18.11	Are there effective means to recover a person from the water?	Yes X	No	NA	NS
	Comments				

18.12	Are life-saving signal tables available?	Yes X	No	NA	NS
	Comments				

18.13	Is there a means of sounding a general alarm in the event of an emergency?	Yes X	No	NA	NS
	Comments Tested				

18.14	Does the general alarm operate satisfactorily?	Yes X	No	NA	NS
	Comments Tested				

18.15	Is there a training manual for use of life saving appliances (LSA)?	Yes X	No	NA	NS
	Comments				

18.16	Are there instructions for onboard maintenance of the LSA?	Yes X	No	NA	NS
	Comments				

18.17	Is a record of emergency drills maintained?	Yes X	No	NA	NS
	Comments				

18.18	Is there an up to-date onshore emergency response plan/manual?	Yes X	No	NA	NS
	Comments				

19 Mooring

19.1	Are there adequate mooring points on the workboat?	Yes X	No	NA	NS
	Comments				

19.2	Is there a sufficient number of mooring lines in good condition?	Yes X	No	NA	NS
	Comments				

20 Towing

20.1	Is there a suitable towage point on the workboat, allowing it be towed in the event of engine failure?	Yes X	No	NA	NS
	Comments				

20.2	Are there suitable towing lines?	Yes X	No	NA	NS
	Comments Mooring lines of sufficient size				

21 Boat Hooks

21.1	Is there at least one boat hook available for recovering lines or to assist in rescuing personnel who fall overboard?	Yes X	No	NA	NS
	Comments				

22 Sea Anchor

22.1	Is a suitable sea anchor available?	Yes	No	NA X	NS
	Comments No , Not required				

If no, is one required for the size of workboat for the proposed area of operation?

23 Security

23.1	Is the workboat required to have an approved ship security plan that meets ISPS requirements?	Yes	No	NA X	NS
	Comments				