



Office of
Deputy Commissioner
of Maritime Affairs

THE REPUBLIC OF LIBERIA
LIBERIA MARITIME AUTHORITY

Marine Notice

INS-004
Rev. 07/20

**TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF
MERCHANT SHIPS, AND AUTHORIZED CLASSIFICATION SOCIETIES**

SUBJECT: Operational/Safety Checklist for SOLAS 1974, as amended, Regulations

Reference: Maritime Regulations 7.191

Supersedes: Marine Notice INS-004, dated 06/12

The following changes have been included: **It has updated program contact information.**

PURPOSE:

This Notice provides a reproducible copy of this Operational/Safety Checklist in the RLM-300 to facilitate the inspection of safety equipment as required by SOLAS 1974, as amended, Chapter III, Regulation 20.6 and 20.7 and other parts of SOLAS, as applicable. The Administration strongly recommends the use of this format or a company sponsored planned maintenance system.

APPLICABILITY:

This Notice applies to Masters as it is their responsibility to ensure that all safety equipment, including lifesaving and firefighting gear, is always in good condition and available for immediate use. Masters should also be aware that Port State Control inspections are focusing greater attention to the condition of lifesaving and firefighting equipment, based on the fact that these areas continue to generate the greatest number of deficiencies on the average for all vessels inspected by Port State Authorities.

Questions regarding this Marine Notice should be directed to the Fleet Performance Department at prevention@liscr.com.

REQUIREMENTS:

1.0 Master's Responsibility

Immediately upon assuming command and in accordance with Maritime Regulation 10.296(7), the master should appoint one of his officers as the designated safety officer to make the weekly and monthly checks of equipment as required by SOLAS. If used, the form is to be signed by the designated safety officer and reviewed by the master at the end of each month.

2.0 Record Retention and Availability

- 2.1 The signed copy should be retained in the master/safety officer's file and should be made available to our nautical inspector when he boards the vessel to inspect. The master can also show this report to any Port State inspector or official that may visit the vessel as evidence of maintenance of equipment.
- 2.2 The master should send the original to the owner/operator at convenient intervals to assure shore side management that all of the equipment is being maintained in serviceable condition and no delays should be expected due to Port State intervention with respect to any of these items.

3.0 Corrective Action

Should corrective action require company assistance, such as furnishing spare parts, new equipment or arranging shoreside labor, the master should immediately requisition an order to maintain operational readiness at all times and to avoid being cited for any deficiencies. We are fully confident that owners will respond to and cooperate with the master by taking immediate corrective action.

4.0 Benefits

- 4.1 If each master adopts a positive attitude and insists that his designated safety officer conduct these examinations in an effective manner, all equipment can be maintained defect-free and the master, with complete confidence, can welcome inspection of this equipment by any inspection body.
- 4.2 The master may also find the checklist to be valuable reference material for utilization during general safety meetings held with the officers and crew.

5.0 Log Book Entry

The date of these inspections shall be entered into the Log Book as required by SOLAS Chapter III, Regulation 20.6 and 20.7.7.2.

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**ANNEX
OPERATIONAL/SAFETY CHECKLIST
SOLAS 1974, as amended**

Month of: _____

SHIP'S OPERATIONAL SAFETY READINESS

Ship's Name: _____

O.N. _____

Operator/Agent: _____

Master: _____

CHECKLIST 1 - PRIMARY LIFESAVING EQUIPMENT/SURVIVAL CRAFT

	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX √	CHEC K BOX √	CHEC K BOX √	CHECK BOX √	CHEC K BOX √
1. Operational Readiness	Chapter III / Regulation 20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Survival Craft	Chapter III, regulation 10 & 11					
- Number & Type	Chapter III, Regulation 10, 11, 12, 13, 16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Embarkation Area	Pass. Vessels (PV)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Davits/Launching Gear	Chapter III, Regulation 21, 23, 24 or 26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cargo Vessels (CV)					
- Instructions (posted)	Chapter III, Regulation 12, 13, 16, 31, 33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chapter III/9					
- Falls	Chapter III, Regulation 20.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Condition	Regulation 20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Required Equipment	Regulation 20.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Marking		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Liferafts	Chapter III					
- Condition	Regulation 20.8	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Stowage	Regulations 12, 13, 16,					
- Launching	(PV) 21, 23, 24 & 26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Launching Gear	(CV) 31, 33, 34 & 20.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Regulation 20.9.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Hydrostatic Releases		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Marking		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>4. Rescue Boats</p> <ul style="list-style-type: none"> - Condition - Stowage - Launch & Recover - Falls 	<p style="text-align: center;">Chapter III</p> <p>Regulations 20, 34 & 36</p> <p>Regulation 14, 23, 31</p> <p>Regulation 17</p> <p>Regulation 20.4</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>5. Communication</p> <ul style="list-style-type: none"> - VHF Radiotelephone - EPIRB Batteries - Radar Transponder - Location/Mounting - Emergency Source of Power 	<p style="text-align: center;">Chapter III & Chapter IV</p> <p>Chapter III, Regulation 6.2</p> <p>Chapter IV, Regulation 7-11</p> <p>Chapter IV, Regulation 13.6.2 & 15.9</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>6. Visual Signals & Smoke Signals</p>	<p>Chapter III, Regulation 6.3 & 7.1</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>7. Emergency alarms</p>	<p>Chapter III, Regulation 6.4 & 6.5</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>8. Line Throwing Apparatus</p>	<p>Chapter III, Regulation 18</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>9. Training; Manuals & Drills:</p> <p>- NOTE: during drills, a demonstration that key crew members on passenger vessels are acquainted with the damage control</p>	<p>Chapter III, Regulation 19 & 35</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>10. Maintenance/Instructions</p>	<p>Chapter III, Regulation 36</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>11. Muster List & Emergency Instructions</p>	<p>Chapter III, Regulation 8, 37</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Remarks:</p> <hr/> <hr/> <hr/> <hr/>						
<p>Corrective Actions Needed:</p> <hr/> <hr/> <hr/> <hr/>						

CHECKLIST 2 – PERSONAL LIFESAIVING EQUIPMENT						
	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX √	CHEC K BOX √	CHEC K BOX √	CHECK BOX √	CHEC K BOX √
1. Operational Readiness	Chapter III Regulation 20	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Lifebuoys	Chapter III					
- Number & Type		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location	Regulations 7.1, 22.1 and	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Condition	Regulation 20.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Marking/Reflective Tape	Regulation 32.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Quick Release		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Lights	Regulations 7.1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- smokes						
- lifelines						
3. Lifejackets	Chapter III					
- Number & Type	Regulation 7.2, 22.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location	or, 26.5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Condition	and	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Marking/Reflecting Tape	Regulation 20.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Lights/smokes/lifelines	Regulation 32.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Immersion Suits	Chapter III					
- Number & Type	Regulation 7.3, 22.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location	Regulation 20.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Condition	and	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Regulation 32.3					
Remarks:						
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Corrective Action Needed:						
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CHECKLIST 3 - FIREFIGHTING EQUIPMENT

	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX ✓	CHEC K BOX ✓	CHEC K BOX ✓	CHECK BOX ✓	CHEC K BOX ✓
1. Readiness/Availability	Regulation II-2/14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Dampers, Vents, Fans & Remote Control	Regulations II-2/ 9.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Firemain Integrity (Weekly)	Chapter II-2-Part C Regulation 7					
- Pumps (Operational)	Chapter II-2/ 10.2.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Station (Outfitted)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Fixed Gaseous Fire Extinguishing Systems	Chapter II-2- Part C Chapter II-2/ Regulation 10.4, 10.5, 10.7 & 14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- CO ₂ (Proof of servicing & inspection)						
5. Foam Fire Extinguishing Systems	Chapter II-2 Chapter II-2/10.8.1 & Fire Safety Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Proof of sample testing						
6. Portable Extinguishers	Chapter II-2-Part C					
- Required Number	Chapter II-2/10.3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Fire detection Systems	Chapter II-2-Part C					
- Operational	Chapter II-2/7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Alarms		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Testing	Chapter II-2/7.3.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Fireman's Outfit	Chapter II-2-Part C					
- Required Number	Chapter II-2, Regulation 10.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Location		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Breathing Apparatus	MSC Circ 850	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Fire Control Plans	Chapter II-2/15.2.4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. International Shore Connection	Chapter II-2/10.2.1.7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11, Vertical Fire Zone Boundaries	Chapter II-2					
- Intact	Various Regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Fire Doors	MSC-Circ.850	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. General Fire Protection - Housekeeping - Stowage - Flammable Stores - Instructions Posted	Chapter II-2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Various Regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. EEBDs	MSC Circ. 849	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Actions Needed:

CHECKLIST 4 - EMERGENCY SYSTEMS AND EQUIPMENT

ITEM	WEEK	CHECK BOX <input type="checkbox"/>	CHECK BOX <input type="checkbox"/>	CHECK BOX <input type="checkbox"/>	CHECK BOX <input type="checkbox"/>	CHECK BOX <input type="checkbox"/>
	SOLAS REFERENCE					
1. Emergency Generator - Type - Condition - Back-out and re-start of Emergency Generator - Inspection of Emergency Lights	Chapter II-1 Part D	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chapter II-1, Regulation 42-45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Operation of Emergency Fire Pump - Location - Able to provide adequate pressure to two hoses connected at different locations.	Chapter II-2- Part C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chapter II-2, Regulation 10.2.1.6 and Regulation 10.2.2.3.2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Watertight Doors - Number & Type - Condition - Operational Test - Test of Indicators/Alarms	Chapter II-1 Part B1 and B2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chapter II-1, Regulation 15 (Passenger Vessels) Regulation II-1/25 - 9 (Cargo Vessels)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Machinery Space Remote Emergency Stops <ul style="list-style-type: none"> - Opening & closing of skylights, funnels, etc. - Closing power operated doors or actuating release mechanism on doors other than power operated watertight doors. - Stopping ventilating fans, and - Stopping forced and induced draft fans, oil fuel transfer pumps, oil fuel unit pumps and other similar fuel pumps. 	Chapter II- 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chapter II-2, Regulation 5.2, and 9.7.5.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Actions Needed:

CHECKLIST 5 – GAS, OIL AND CHEMICAL TANKERS

ITEM	WEEK SOLAS REFERENCE	CHEC	CHEC	CHEC	CHECK	CHEC
		K BOX ✓	K BOX ✓	K BOX ✓	BOX ✓	K BOX ✓
1. Cargo tank monitoring safety devices O ₂ Monitoring, explosimeter and chemical detection equipment <ul style="list-style-type: none"> - Number & Type adequate - Calibration completed - Number of gas tubes adequate for the cargos carried 	Chapter VI & VII Chapter VI, Regulation 3 and Chapter VII International Bulk Chemical Code and, International Gas Carrier Code, as applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Cabin Escape Sets <ul style="list-style-type: none"> - Suitable for cargo carried - Adequate number, and - Operational 	Chapter VII International Bulk Chemical Code and, International Gas Carrier Code as applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Actions Needed:

CHECKLIST 6 - STRUCTURAL ASSESSMENT

	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX √	CHEC K BOX √	CHEC K BOX √	CHECK BOX √	CHEC K BOX √
1. Structural assessment check for	Chapter I					
- Excessive corrosion of deck		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Corrosion in ballast tanks (as available)	Chapter I, Regulation 11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- General assessment of safety structure on the basis of reports of survey, condition evaluation reports		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Action Needed:

CHECKLIST 7 - NAVIGATION SAFETY

	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX √	CHEC K BOX √	CHEC K BOX √	CHECK BOX √	CHEC K BOX √
1. Navigation Equipment	Chapters IV & V					
- Type required (Radar, ARPA, ECDIS, VDR, Gyro, Magnetic Compass, Echo Sounder, etc.)	Chapter V, Regulation 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Operational		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Charts, Notice to Mariners, Light List, Radio Aids Up-to-Date	Regulation V/27	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. International Code of Signals and IAM SAR Manual	Chapter V, Regulation 21					
4. Pilot Ladders	Chapter V, Regulation 23	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Voyage Data Recorder	Chapter IV, Regulation 18.8					
6. Steering Gear	Chapter V					
- Tests	Chapter V, Regulation 26	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Drills		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Actions Needed:

CHECKLIST 8 - POLLUTION PREVENTION

ITEM	WEEK	CHECK BOX ✓	CHECK BOX ✓	CHECK BOX ✓	CHECK BOX ✓	CHECK BOX ✓
	MARPOL REFERENCE					
1. Oil Record Book(s)	ANNEX I					
- Complete	Regulation 17, 36	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Up-to-date	Appendix III, 1 & 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Discharge Monitoring Equipment	ANNEX I					
- Operating	Regulation 31, 32	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Records		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Test of Oil Water Separator, Alarms and Monitors		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Oily Waste Management Plan	MEPC.1/Circ.759	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Sewage Treatment Plant	Annex IV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Garbage Record Book	Annex V	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Garbage Management Plan		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Prevention of Air Pollution Certificate valid?	Annex VI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Engine International Air Pollution Certificate valid?	Annex VI, Reg. 13 and NOx Technical Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Bunker Delivery Notes	Annex VI, Regulation 18 and Resolution MEPC.96(47)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Fuel Oil Samples		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Fuel Oil Change over Record if operating in SOx Emission Control Area	Regulation 14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Ballast Water Management Plans in Effect	Assembly Resolution Ballast Water Management Convention 2004	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Remarks:

Corrective Actions Needed:

CHECKLIST 9 - SAFETY MANAGEMENT CODE

	WEEK					
ITEM	SOLAS REFERENCE	CHEC K BOX ✓	CHEC K BOX ✓	CHEC K BOX ✓	CHECK BOX ✓	CHEC K BOX ✓
1. Safety Management System	Chapter IX					
- Internal audits being conducted		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Nonconformities reported		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Company responding to reports	Regulation 5.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Master aware of ISM Code Responsibilities		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Crew aware of ISM Code Responsibilities		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Certificates	Regulation 6.0	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remarks:						
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>						
Corrective Actions Needed:						
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>						

Signed: _____
Master

_____ **Ship's Safety Officer**

Date: _____

Date: _____