

Passenger Ship - Condition Survey Report IG

Incomplete

Score	0%	Flagged items	0	Actions	0
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Site conducted

Unanswered

Ship name

IMO no.

Member

Type of Vessel

Date survey completed

Location

Surveyor's name

Survey company

Surveyor's ref. no.

Club ref. no.

Does the surveyor understand that actions are not to be created? (this is a north internal function only)

Does the surveyor understand that selecting 'No' to a question indicates a defect? (selecting 'No' will open another box asking why is it a defect, please keep the description short but informative)

This report, and any accompanying documentation or photographs, has been compiled for the sole use of the Club for insurance purposes only and should not be disclosed to third parties without prior written permission from the Club. The information contained in this report, and any accompanying documentation or

photographs, is not exhaustive as to the general condition of the ship and should not be relied upon by members or by any other party as any assurance, representation or warranty as to the condition of the ship and nothing herein shall prejudice the Club's rights under the insurance policy in the event of a dispute between the Club and the member relating to the condition of the ship.

The surveyor must read and understand the instructions prior to commencing the survey

[Surveyor Instructions Internal.pdf](#)

Vessel Particulars

Ex. names:

Flag State:

Builder:

Year built:

Class society:

Class notations:

Gross tonnes:

Deadweight tonnage:

Date of last docking:

Date of last class renewal:

Crew Matrix

Add rank

Circumstances Of Survey

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

***Areas not inspected (NI) Areas not covered during the current inspection and any items marked NI (giving details of item number**

Details

Ship's trading pattern:

Cargo onboard and last three cargoes

Master's name:

Company name on the ISM DOC:

Time under present management:

Ballast tanks inspected*:

Cargo holds/tanks inspected*:

Was a tightness test of hatch covers carried out?

Survey Questions - All Ship Types (Not Incl Tugs & Barges)
Class & Statutory Certificates - Section A

A1 - Are certificates without any conditions, recommendations, exemptions or memoranda affecting safety of life, ship, cargo or environment?

CQ1 - Is manning in compliance with the Safe Manning Certificate?

CQ2 - Are class & statutory certificates valid?

CQ3 - Does the vessel possess all necessary certification?

Additional information / Defect explanation

Survey Questions - All Ship Types - Shipboard Management - Section B

B1 - Are internal audits carried out at regular intervals and are they satisfactorily reported?

B2 - Are safety meetings carried out at a regular interval and a protocol kept?

B3 - Are non-conformity / accident / near accident reports raised and handled in a satisfactory manner?

B4 - Are Masters' Reviews carried out and satisfactorily reported?

B5 - Is a muster list available, current and prominently posted in relevant areas?

B6 - Is an adequate emergency command structure in place?

CQ4 - Is the planned maintenance system implemented & kept up to date including the critical spares list maintained?

CQ5 - Is SPS (ISPS) prescribed access control in place?

CQ6 - Are there contingency plans onboard to deal with emergencies and spills, as applicable?

CQ7 - Is there an identified common language spoken by crew and understood by all?

CQ8 - Is random or specific drug and alcohol testing carried out?

CQ9 - Are safe working practices, including work permit procedures, implemented and adhered to particularly with regards to enclosed space entry?

CQ10 - Are emergency drills carried out frequently on board?

CQ11 - Are portable oxygen and gas detection meters provided, and regularly calibrated and are the crew able to operate these effectively?

CQ12 - Is adequate lighting provided throughout the vessel?

Additional information

Survey Questions - All Ship Types - Safe Working - Section C

C1 - Is relevant personal protective equipment and clothing, appropriate to the vessel type and cargo, provided and in use?

C2 - Are alarms from cold stores and freezers in apparent satisfactory condition?

C3 - Are mobile safety guards such as rails, lines and wires etc. provided and in use?

CQ13 - Are walkways & stairways in apparent satisfactory condition throughout the vessel?

CQ13a - Are catwalks & ladders in apparent satisfactory condition throughout the vessel?

CQ13b - Are platforms and handrails in apparent satisfactory condition throughout the vessel?

CQ14 - Are derricks, cranes and other lifting equipment properly maintained / marked?

CQ15 - Are the pilot ladders in apparent satisfactory condition, properly marked and certified?

CQ16 - Are the remaining boarding arrangements (e.g., accommodation ladders, gangways etc.) in apparent satisfactory condition and safely rigged.

Additional information / Defect explanation

Survey Questions - All Ship Types - Hygienic Standards & House Keeping - Section D

D1 - Are crew galley and pantries clean and tidy? Is fitted equipment in apparent satisfactory condition? Are suitable food handling procedures in place?

D2 - Are provision and cold stores clean, tidy and maintained to correct temperature?

CQ17 - Is the general housekeeping standard satisfactory?

Additional information / Defect explanation

Survey Questions - All Ship Types - Fire Safety - Section E

E1 - Are fire stations in tidy condition and is it evident that the firefighting equipment has been tested in connection with firefighting drills?

E2 - Are emergency escape sets provided?

E3 - Are fire extinguishers and fire hose lockers in apparent satisfactory condition?

E4 - Are fixed fire-extinguishing systems in apparent satisfactory condition with release instructions posted?

E5 - Are combustible and hazardous liquids stored in designated spaces and provided with Material Safety Data sheets?

E6 - Are acetylene and oxygen bottles stored in well ventilated and securely, signed designated places?

CQ18 - Is the fire detection system in apparent satisfactory condition?

CQ19 - Are fire pumps, mains, hydrants, extinguishers in apparent satisfactory condition?

CQ20 - Are there sufficient self-contained breathing apparatus and are they in good condition, sufficiently charged and within test date?

CQ21 - Are main and emergency exits clearly marked and unobstructed?

CQ22 - Is the fire integrity, including fire doors, dampeners, shutters and bulkhead penetrations throughout the vessel in apparent satisfactory condition?

Additional information

**Survey Questions - All Ship Types - Life Saving Appliances -
Section F**

F1 - Has the manufacturer or their approved representative serviced the on-load release?

F2 - Are signs for safety equipment in place marked with IMO symbols and instructions written in the working language of the vessel?

F3 - Are emergency escape route fluorescent markings fitted and in apparent satisfactory condition?

CQ23 - Are lifeboats, rescue boats and their davits in apparent satisfactory condition including the on-load release mechanism?

CQ24 - Are life rafts and hydrostatic releases properly secured / fitted and in apparently satisfactory condition?

CQ25 - Are life buoys of approved type in various locations and in apparent satisfactory condition?

CQ26 - Are life vests/jackets of approved type, in good conditions and in sufficient in numbers?

CQ27 - Is the medical locker sufficiently stocked, tidy and contents in date?

Additional information

Survey Questions - All Ship Types - Pollution Control - Section G

G1 - Is the vessel apparently free from any hull, bulkhead, valve or pipe-line leakage, including hydraulic lines, liable to cause pollution or affect safe operations?

G2 - Is the vessel provided with an approved SOPEP / SMPEP and, if applicable, a VRP?

G3 - Is sufficient oil spill clean-up equipment available as per the SOPEP / SMPEP Manual?

G4 - 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?

G5 - Is a Garbage Management Plan in place and is the Garbage Record Book up to date?

G6 - Are appropriate procedures in place for switch over to low Sulphur fuel when trading in relevant areas?

G7 - Is there an approved Ballast Management Plan on board and is the Ballast Water Record Book properly completed as appropriate?

CQ28 - Are save-alls and spill containment in apparent satisfactory condition?

CQ29 - Is the oil record book part I properly filled in and up to date and are bunker delivery notes and bunker samples available on board?

CQ30 - Are operations procedures in place for bunkering and oil transfer?

CQ31 - Is there an approved Ballast Management Plan on board and is the Ballast Water Record Book properly completed?

Additional information

Survey Questions - All Ship Types - Bridge, Navigation, Communications & Cyber Awareness - Section H

H1 - If fitted, is the Voyage Data Recorder operational?

H2 - If VDR is fitted, is the Master aware of how to save and retrieve data in the event of an incident?

H3 - Are regular checks on VDR operation implemented and recorded to ensure that the complete dataset is being correctly recorded? Date of last check?

H4 - Are Bridge Procedures, Company and master's Standing Orders in place and followed?

H5 - Are navigation lights in apparent satisfactory condition?

H6 - Is emergency communication between bridge-engine room and bridge-steering gear room in apparent satisfactory condition?

H7 - Is external weather routing in use for ocean voyages? (For comment only, not considered a defect if weather routing not used.)

H8 - If applicable, have officers undergone an approved ECDIS training course and type specific familiarisation?

CQ32 - Is bridge navigation and communication equipment in apparent satisfactory condition?

CQ33 - Is there a system in place to correct nautical charts and publications?

CQ34 - Are bridge procedures, company and master's standing orders in place and followed?

CQ35 - If fitted, is the BNWAS in apparent satisfactory condition?

CQ36 - Is passage planning carried out berth to berth?

CQ37 - Is the vessel's condition verified and recorded including trim, list, draft and intact stability prior to sailing?

CQ57 - If applicable, have officers undergone an approved ECDIS training course and type specific familiarisation?

CY1 - Has the Company an Information Technology Strategy including maritime cyber security plan?

CY2 - What training has the ship's crew received on effective

cyber risk management?

CY3 - Is access restricted to ship's systems and sensitive data?

CY4 - Is the use of USB / flash drives permitted on board for access to the ship's network?

CY5 - What barriers are in place to prevent the transfer of viruses / malware to critical systems?

CY6 - Does the ship allow remote access to their systems? For example, ECDIS updates or machinery monitoring equipment.

CY7 - Are networks segregated from sensitive ship systems and general communications such as crew wifi / internet access?

CY8 - Are Guidelines on Cyber Security, issued by BIMCO, on board?

CY9 - Has the vessel implemented a monthly business computer checklist as per the above guidelines?

Additional information

Survey Questions - All Ship Types - Hull & Deck - Section I

I1 - Are hull markings legible?

I2 - Are vents and air / sounding pipes on deck in apparent satisfactory condition with efficient closing devices and clearly marked with the compartment they serve?

I3 - Are deck wiring, piping and cable runs in apparent satisfactory condition?

I4 - Are hatch covers, coamings, stays and connections to deck plating free of cracks / heavy corrosion?

I5 - Are weathertight doors and stores hatches fully operational and in apparent satisfactory condition?

CQ38 - Is the visible condition of the vessel including shell plating and deck plating in satisfactory condition?

CQ39 - If sighted, does the thickness gauging report show the vessel in a good condition?

CQ40 - Are emergency towing arrangements in place and in satisfactory condition?

CQ41 - Are visible sections of anchor cables in satisfactory condition?

CQ42 - Are windlasses, winches & capstans in apparent satisfactory condition?

CQ42a - Are rollers & fairleads in apparent satisfactory condition?

CQ42b - Are bitts and bollards in apparent satisfactory condition?

CQ42c - Are mooring lines & mooring configuration correct?

Additional information

Survey Questions - All Ship Types - Ballast Tanks & Void Spaces - Section J

J1 - Are tanks and void spaces inspected apparently free from significant wastage, pitting and scale?

J2 - Is the corrosion protection (coating / anodes) in apparent satisfactory condition?

J3 - Are manhole covers in apparent satisfactory condition?

J4 - Are tanks free from any sign of oil contamination?

J5 - Is pipe-work passing through tanks / void spaces in apparent satisfactory condition?

J6 - Are ballast valves (hydraulic / manual) and actuating systems, if appropriate, in apparent satisfactory condition?

J7 - Is there an approved Ballast Management Plan on board and is the Ballast water record book properly completed?

CQ43 - Is the inspected steel structure of ballast tanks and void spaces free from buckling, fractures, doublers, temporary repairs and poor alignment etc?

Additional information

**Survey Questions - All Ship Types - Machinery Spaces -
Section K**

K1 - Is main and auxiliary machinery in apparent satisfactory condition and free from significant oil or water leakages and/or temporary drains?

K2 - Is main switchboard protectively located and surrounded by non-conducting mat?

K3 - Is main switchboard earth fault monitoring equipment operational and indicating a satisfactory status?

K4 - Are self-closing devices on engine room sounding pipes fully operational?

K5 - Are exhaust manifolds on machinery free from leaks and shielded with intact insulation?

K6 - Are FO / LO pipes and flanges adequately shielded?

K7 - Are FO / LO purifiers and FO heaters / LO coolers and filters in apparent satisfactory condition?

K8 - Are engine spares properly stored and secured?

K9 - Does there appear to be sufficient spare parts?

K10 - Are ER pipe systems, sea suction and overboard valves free from apparent deterioration, leaks, temporary repairs and cement boxes?

K11 - Are ER gratings in place secured and in a clean and safe condition?

K12 - Is the steering gear free from hydraulic leaks and in apparent satisfactory condition? Are instructions and equipment for emergency steering provided? ne

CQ44 - Are engine compartments including bilges, clean tidy and free from combustible materials?

CQ45 - Are self-closing devices on sight glasses and sounding pipes in fully operational?

CQ46 - Are cargo tank coatings in a satisfactory condition?

CQ47 - Is the structure of the cargo tanks free from significant corrosion, pitting, scaling, buckling, dents, fractures, wastages, doublers and temporary repairs etc

CQ48 - Are cargo holds suitable for the carriage of the

nominated cargoes?

CQ49 - Are cargo hold bilges clean, non-return valves working and bilge pumps in apparent satisfactory condition?

Additional information

Surveyor's Summary

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

Surveyor's general comments and summary

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

5.1 Shell doors, ramps and other closing appliances

Passenger1 - Are hull openings and their closing appliances in apparent satisfactory condition and free from signs of water leakage?

Passenger2 - Are closing and sealing arrangements in apparent satisfactory condition and properly adjusted?

Passenger3 - Are drain channels and n return devices in apparent satisfactory condition?

Passenger4 - Can doors / ramps be closed / opened without undue delay?

Additional information

5.2 Passenger and Crew Safety

Passenger5 - Is the passenger list properly maintained and as required by Flag?

Passenger6 - Are designated personnel trained in crisis and human behavior, crowd management as appropriate?

Passenger7 - Is there a system in place for checking passenger numbers at the assembly stations?

Passenger8 - Are procedures in place to verify that cabins are evacuated, and measures are in place to control / motor persons checking cabins?

Passenger9 - Can designated ship's officers and ratings communicate in a language understood by the principal nationalities of passengers?

Passenger10 - Are the passengers provided with proper emergency instructions by general announcements and signs in cabins and public areas?

Passenger11 - Are passenger areas fitted with low location marking and photoluminescent escape signs below smoke level?

Passenger12 - Is low level lighting working satisfactorily and regularly tested?

Passenger13 - Are adequate notices for passengers posted in

relevant language(s) for escape routes?

Passenger14 - Are decks properly numbered and "you are here" mimic plans prominently posted in relevant places?

Passenger15 - Is non-slip material applied on exposed areas of public decks?

Passenger15 - Are emergency escape routes from accommodation marked and unobstructed?

Passenger16 - Are the swimming pool(s) and whirlpool spas, as appropriate, fitted with suitable rescue equipment, depth markings and safety instructions / warnings?

Passenger17 - Are records maintained for water treatment and testing for the swimming pools and whirlpool spas by appropriately trained crew?

Passenger18 - Are swimming pools / spas fitted with anti-entrapment / anti-vortex drain covers?

Passenger19 - Do steam room / saunas have cut outs?

Passenger20 - Is there a vomit and faecal response plan for the swimming pools and whirlpool spas?

Passenger21 - Is sport and recreation equipment apparently safe to use?

Passenger22 - Are appropriate safe use warning signs displayed?

Passenger23 - Is adequate supervision provided?

Passenger24 - Is there a food policy manual on board and are procedures for bacterial / viral control established (food, potable water and air handling)?

Passenger25 - Are butchers' saws adequately guarded and chainmail gloves provided and used?

Passenger26 - Are procedures in place and adequate records maintained regarding the prevention and control of contagious illnesses and diseases, such as gastro-enteritis and / or noro-virus?

Passenger27 - Are the furniture and fittings in passenger and crew areas adequately secured to prevent personal injury during ship movement?

Passenger28 - Confirm top and bottom steps of passenger

stairs are appropriately highlighted to mark changes in deck level?

Passenger29 - Are there procedures in place for disabled passengers?

Passenger30 - Are there means for disabled passengers to access all appropriate areas of the vessel?

Passenger31 - Are there designated escape aids / routes for disabled passengers?

Passenger32 - Is there a pest management system on board, as appropriate?

Passenger33 - Is there a procedure for the management of passenger's pets?

Passenger34 - Are launches in use during appropriate conditions and are there the correct number of personnel operating them who are correctly trained and hold valid certification?

Additional information

5.3 Hotel Services

Passenger35 - Do all hotel staff have the required certification for the job they do, are these certificates valid?

Passenger36 - Is there a heavy weather securing routine for cabins and communal areas?

Passenger37 - Are all laundry staff properly trained in washing machine & dryer maintenance and safety?

Passenger38 - Do the ironing machines have an automatic cutout to prevent overheating?

Passenger39 - Are there appropriate provisions in place for the sale of alcohol on board?

Passenger40 - Are there procedures for the control of drunk passengers?

Passenger41 - Is there a policy in place for the control of bringing alcohol on board?

Passenger42 - Is there a planned inspection regime in place for the air conditioning system to check fans and trunking for cleanliness and to test for Legionella or other diseases?

Passenger43 - Are cabin / public areas air conditioning systems fully functional and properly maintained?

Additional information

Safety routines

Passenger44 - Is the emergency station on the bridge and, if applicable, secondary emergency station, properly arranged and containing all relevant plans, procedures and instructions?

Passenger45 - Are fire and safety rounds conducted at regular intervals?

Passenger46 - Is an effective drill schedule / matrix in place and followed?

Passenger47 - Is there a procedure in place for preventing passengers' access to restricted areas?

Passenger48 - Are elevators properly maintained, certified and emergency call alarms regularly tested?

Passenger49 - Are procedures in place to isolate elevators and fit barriers when maintenance works are being carried out?

Passenger50 - Is there a procedure in place to regularly inspect passenger and crew areas and cabins?

Additional information

5.5 Fire safety

Passenger51 - Are fire doors in apparent satisfactory condition?

Passenger52 - Are the fire door status indicators in apparent satisfactory condition?

Passenger53 - Are fire door remote releases operational and regularly tested?

Passenger54 - Are fire door closure speeds at a safe level to ensure positive closure?

Passenger55 - Are the galley exhaust fire dampers in apparent satisfactory condition? (where visible)

Passenger56 - Is the galley hood smothering system in apparent satisfactory condition?

Passenger57 - Are the hood top and grease traps clean with the appropriate cleaning records maintained?

Passenger58 - Is the accommodation high fog or sprinkler system and balcony drenching system in apparent satisfactory condition?

Passenger59 - Are fire-fighting suits and equipment sufficient in number for vessel class and properly distributed?

Passenger60 - Is the electrical power supply to the galley hot equipment isolated during periods of n-attendance?

Passenger61 - Are balcony partitions and furniture made of n-combustible materials?

Passenger62 - Are the hoses attached to the hydrants on the engineering decks, and is the fire main permanently pressurized?

Passenger63 - Confirm evidence available showing passenger ship thermographic requirements complied with as per SOLAS?

Additional information

5.6 Lifesaving appliances

Passenger64 - Are marine evacuation systems properly maintained and serviced and crew properly certified in their use, if fitted?

Passenger65 - If a fast rescue boat provided, are the crew trained accordingly and maintenance and lowering records correctly maintained?

Passenger66 - Is a record of testing of lifeboat release hooks maintained? Are fall prevention devices used during drills?

Additional information

5.7 Watertight integrity and survivability

Passenger67 - Do all slide shell doors have remote closed indication and if fitted, a television surveillance system in apparent satisfactory condition?

Passenger68 - Is the integrity of watertight bulkhead cable and other penetrations in apparent satisfactory condition?

Passenger69 - Is the condition of watertight doors, including

visual and audible alarms, in apparent satisfactory condition?

Passenger70 - Can the watertight doors be operated from Local / Bridge / Other remote station above weather deck?

Passenger71 - Can the watertight doors be operated from emergency hand pump / other stored power arrangement, as appropriate? Random checking required

Passenger72 - Do the watertight doors comply with SOLAS requirements for opening / closing times?

Passenger73 - Does the status of watertight doors during passage comply with the company policy?

Passenger74 - Is the bridge watertight door indicator panel in apparent satisfactory condition, and showing Red light for open door and Green light for closed door?

Passenger75 - Is there a procedure in place for establishing that the draught, trim and stability comply with the current requirements for the passage?

Passenger76 - If computer based, is this procedure verified regularly by means of manual calculations?

Passenger77 - Are swimming pool emergency dump valves regularly tested?

Passenger78 - Are cross-flooding procedures and arrangements in apparent satisfactory condition?

Passenger79 - Are the scuppers in apparent satisfactory condition? Are they designed to prevent blockages?

Passenger80 - Are down-flooding openings (drains) in apparent satisfactory condition?

Additional information

5.8 Shipboard communications

Passenger81 - Is the public address system in apparent satisfactory condition?

Passenger82 - Does the emergency public address system automatically override any on board entertainment and audio systems?

Passenger83 - Are the fire / general alarm and the conning position GMDSS panel in apparent satisfactory condition (on main and emergency power)?

Additional information

5.9 Documentation

Passenger84 - Is the Evacuation Plan in place, properly maintained and understood?

Passenger85 - Is the Damage Control Plan available, properly maintained and understood?

Additional information

5.10 Safety and operational tests

Were the following tests carried out and found satisfactory?

Passenger86 - Engine room bilge high level alarms

Passenger87 - Main and emergency fire pumps with two fire hoses on separate hydrants

Passenger88 - Engine room remote stops, quick closing valves and shutdowns

Passenger89 - Abandon ship drill

Passenger90 - Fire drill

Passenger91 - Random heat and smoke detectors and manual call points

Passenger92 - Fire flaps (manual and / or auto)

Passenger93 - Fire door closure (random individual and random zonal)

Passenger94 - Watertight door closure (random individual)

Passenger95 - Emergency power sources and emergency lighting

Passenger96 - Emergency steering

Additional information

Executive Summary

0%

Survey summary

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)

Shipboard management:

Safety:

Fire safety:

Life saving appliances:

Pollution and environmental awareness:

Navigation:

Apparent structural condition:

Machinery:

Cargo worthiness:

Maintenance and housekeeping:

Survey Completion Section

1. Can you confirm that the scores you have awarded accurately reflect the condition of the vessel?

2. Have all defects been recorded including any that were rectified at the time of the survey?

3. Confirm that a screenshot of the list of the defects (failed items) or a written list of defects have been emailed to the Master/Owners representative?

4. Confirm that this survey is complete?

Media File

Please upload any PDF document relevant to this survey

Signatures

Signatures

Master's signature: (For receipt only)

Surveyor's signature

Final Question - Confirm that this report is complete and that you have conducted a peer review within your own survey company (once you click 'Yes' and then press complete below, this will notify North P&I that this survey is complete and automatically send them a notification that the survey report is ready to view). NOW PRESS COMPLETE
