

Part B

Survey Questionnaire

All Ship Types

Ship name:

IMO No:

Date survey completed:

Survey port:

Surveyor's name:

Survey company:

Surveyor's ref. number:

Order club:

Club ref. no.:

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.

4. Survey Questionnaire - All Ship Types (Not Inc Tugs and Barges)

4.1 Class and Statutory Certificates

		Y	N	NA	NI	Remarks
4.1.1	Are the relevant class and statutory certificates valid?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.1.2	Are certificates without any conditions, recommendations, exemptions or memoranda affecting safety of life, ship, cargo or environment?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

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

		Y	N	NA	NI	Remarks
4.2.1	Are internal audits carried out at regular intervals and are they satisfactorily reported?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.2	Are safety meetings carried out at a regular interval and a protocol kept?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.3	Are non-conformity / accident / near accident reports raised and handled in a satisfactory manner?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.4	Are Masters' Reviews carried out and satisfactorily reported?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.5	Is a Planned Maintenance System (PMS) implemented and kept up to date?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.6	Does the vessel have a Critical Equipment List as required by the ISM Code?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

		Y	N	NA	NI	Remarks
4.2.7	Is efficient access control in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.8	Are there contingency plans onboard to deal with emergencies and spills, as applicable?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.9	Is a muster list available, current and prominently posted in relevant areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.10	Is an adequate emergency command structure in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.2.11	Are fire control plans posted, properly maintained and also available externally?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.3 Crew

		Y	N	NA	NI	Remarks
4.3.1	Are at least officers proficient in Maritime English to communicate efficiently?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.3.2	If crew is multinational is there a common language understood by all?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.3.3	Does the company have a briefing / de-briefing policy for Master/Chief Engineers prior to joining/after signing off?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.3.4	Is random or specific drug and alcohol testing carried out?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Additional information

4.4 Safe Working

		Y	N	NA	NI	Remarks
4.4.1	As observed, are safe working practices, including work permit procedures, implemented and adhered to?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.2	Are portable oxygen and gas detection meters, appropriate to the vessel type and cargo, provided and regularly calibrated?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.3	Is relevant personal protective equipment and clothing, appropriate to the vessel type and cargo, provided and in use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.4	Is adequate lighting provided throughout the vessel?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.5	Are alarms from cold stores and freezers in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.6	Are walkways, stairways, catwalks, ladders, platforms and handrails, as applicable, in apparent satisfactory condition throughout the vessel?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.7	Are mobile safety guards such as rails, lines and wires etc, provided and in use?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.8	Are derricks, cranes and other lifting equipment properly maintained / marked? Have periodical inspections and testing been carried out?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.4.9	Are accommodation / pilot ladders, gangway, etc. in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

		Y	N	NA	NI	Remarks
4.4.10	Does the vessel regularly receive Club loss prevention publications and are they visibly in use? (For comment only, not considered a defect if publications not available.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.5 Hygienic Standard and House Keeping

		Y	N	NA	NI	Remarks
4.5.1	Are crew galley and pantries clean and tidy? Is fitted equipment in apparent satisfactory condition? Are suitable food handling procedures in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.5.2	Are provision and cold stores clean, tidy and maintained to correct temperature?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.5.3	Is the general house-keeping standard, including sanitation, satisfactory?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.5.4	Is there evidence of an effective Port Management Control system?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.6 Fire Safety

		Y	N	NA	NI	Remarks
4.6.1	Is the fire detection system in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.2	Are fire pumps, mains, hydrants and monitors in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

		Y	N	NA	NI	Remarks
4.6.3	Are fire stations in tidy condition and is it evident that the fire fighting equipment has been tested in connection with fire fighting drills?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.4	Are there sufficient self-contained breathing apparatus and spare bottles?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.5	Are self-contained breathing apparatus in good condition sufficiently charged and cylinders within test date?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.6	Are emergency escape sets provided?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.7	Are fire extinguishers and fire hose lockers in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.8	Are fixed fire-extinguishing systems in apparent satisfactory condition with release instructions posted?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.9	Are combustible and hazardous liquids stored in designated spaces and provided with Material Safety Data sheets?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.10	Are acetylene and oxygen bottles stored in well ventilated and securely, signed designated places?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.11	Are main and emergency exits clearly marked and unobstructed?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.6.12	Is the fire integrity, including fire doors, fire dampers, shutters and bulkhead penetrations (where visible) throughout the vessel in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.7 Life Saving Appliances

		Y	N	NA	NI	Remarks
4.7.1	Are lifeboats, rescue boats and their davits, in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.2	Has the manufacturer or their approved representative serviced the on-load release?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.3	Are life rafts and hydrostatic releases properly secured / fitted and in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.4	Are life buoys of approved type in various locations and in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.5	Are life vests of approved type, properly stowed and sufficient in numbers?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.6	Is the medicine locker sufficiently stocked, tidy and in date?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.7	Are signs for safety equipment in place marked with IMO symbols and instructions written in the working language of the vessel?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.7.8	Are emergency escape route fluorescent markings fitted and in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.8 Pollution Control

		Y	N	NA	NI	Remarks
4.8.1	Are save-alls and spill containment arrangements in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.2	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?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.3	Is the vessel provided with an approved SOPEP / SMPEP and, if applicable, a VRP?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.4	Is sufficient oil spill clean-up equipment available as per the SOPEP / SMPEP Manual?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.5	Is the Oil Record Book Part I (and, if applicable, Part II) properly filled out and up to date?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.6	Are bunkering / oil transfer procedures in place, and if observed, adhered to?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.7	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?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.8	Is a Garbage Management Plan in place and is the Garbage Record Book up to date?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.8.9	Are appropriate procedures in place for switch over to low sulphur fuel when trading in relevant areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Y N NA NI Remarks

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

Additional information

4.9 Bridge, Navigation and Communication

Y N NA NI Remarks

4.9.1 Is bridge navigation and communication equipment in apparent satisfactory condition?

4.9.2 Is there an apparent working system in place to correct nautical charts and publications?

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

4.9.4 If fitted, is the Bridge Navigational Watch Alarm System in apparent satisfactory condition?

4.9.5 If fitted, is the Voyage Data Recorder operational?

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

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

4.9.8 Are Bridge Procedures, Company and Master's Standing Orders in place and followed?

Y N NA NI Remarks

4.9.9 Are navigation lights in apparent satisfactory condition?

4.9.10 Is passage planning properly carried out and covering berth to berth?

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

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

4.9.13 Is the vessel's condition verified and recorded including trim, list, draft and intact stability?

Additional information

4.10 Hull and Deck

Y N NA NI Remarks

4.10.1 Is the visible condition of shell plating in apparent satisfactory condition?

4.10.2 Is the visible condition of deck plating in apparent satisfactory condition?

		Y	N	NA	NI	Remarks
4.10.3	Are hull markings legible?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.4	Are vents and air / sounding pipes on deck in apparent satisfactory condition with efficient closing devices and clearly marked with the compartment they serve?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.5	Are deck wiring, piping and cable runs in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.6	Are hatch covers, coamings, stays and connections to deck plating free of cracks / heavy corrosion?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.7	Are weathertight doors and stores hatches fully operational and in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.8	Are windlasses, winches, rollers, fair leads, capstans, bollards and mooring lines in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.9	Are satisfactory emergency towing arrangements in place and in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.10	Are suitable vessel specific emergency towing procedures in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.10.11	Are visible sections of anchor cables in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.11 Ballast Tanks & Void Spaces

		Y	N	NA	NI	Remarks
4.11.1	Are tanks and void spaces inspected apparently free from significant wastage, pitting and scale?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.2	Is the corrosion protection (coating / anodes) in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.3	Is the inspected steel structure apparently free from buckling / fractures / doublers / temporary repairs / poor alignment etc.?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.4	Are manhole covers in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.5	Are tanks free from any sign of oil contamination?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.6	Is pipe-work passing through tanks / void spaces in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.11.7	Are ballast valves (hydraulic / manual) and actuating systems, if appropriate, in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Additional information						

4.12 Machinery Spaces

		Y	N	NA	NI	Remarks
4.12.1	Are engine compartments, including bilges, clean tidy and free from combustible materials?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.2	Is main and auxiliary machinery in apparent satisfactory condition and free from significant oil or water leakages and/or temporary drains?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

		Y	N	NA	NI	Remarks
4.12.3	Is the engine monitoring and control system fully operational and regularly tested?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.4	Is main switchboard protectively located and surrounded by non conducting mat?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.5	Is main switchboard earth fault monitoring equipment operational and indicating a satisfactory status?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.6	Are self closing devices of sight glasses on all oil tanks fully operational?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.7	Are self closing devices on engine room sounding pipes fully operational?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.8	Are exhaust manifolds on machinery free from leaks and shielded with intact insulation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.9	Are FO / LO pipes and flanges adequately shielded?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.10	Are FO / LO purifiers and FO heaters / LO coolers and filters in apparent satisfactory condition?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.11	Are engine spares properly stored and secured?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
4.12.12	Does there appear to be sufficient spare parts ?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Y N NA NI Remarks

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

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

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

Additional information