

**SURVEY GUIDELINES UNDER THE HARMONIZED
SYSTEM OF SURVEY AND CERTIFICATION, 2007 AS AMENDED**

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1. DESCRIPTION OF THE VARIOUS TYPES OF SURVEYS

(I) 1.1 Initial surveys

1.1.1 Frequency

1.1.1.1 The initial survey should be held before the ship is put in service, or when a new instrument applies to an existing ship, and the appropriate certificate is issued for the first time.

1.1.2 General

1.1.2.1 The initial survey should include a complete inspection, with tests when necessary, of the structure, machinery and equipment to ensure that the requirements relevant to the particular certificate are complied with and that the structure, machinery and equipment are fit for the service for which the ship is intended.

1.1.2.2 The initial survey should consist of:

- .1 an examination of the plans, diagrams, specifications, calculations and other technical documentation to verify that the structure, machinery and equipment comply with the requirements relevant to the particular certificate;
- .2 an inspection of the structure, machinery and equipment to ensure that the materials, scantlings, construction and arrangements, as appropriate, are in accordance with the approved plans, diagrams, specifications, calculations and other technical documentation and that the workmanship and installation are in all respects satisfactory;
- .3 a check that all the certificates, record books, operating manuals and other instructions and documentation specified in the requirements relevant to the particular certificate have been placed on board the ship.

1.1.3 Examination of plans and designs

1.1.3.1 An application for an initial survey should be accompanied by plans and designs referred to in section 3, together with:

- .1 the particulars of the ship;
- .2 any exemptions sought;
- .3 any special conditions.

(A) 1.2 Annual surveys

1.2.1 Frequency

1.2.1.1 The annual survey should be held within three months before or after each anniversary date of the certificate.

1.2.2 General

1.2.2.1 An annual survey should enable the Administration to verify that the condition of the ship, its machinery and equipment is being maintained in accordance with the relevant requirements.

1.2.2.2 In general, the scope of the annual survey should be as follows:

- .1 it should consist of a certificate examination, a visual examination of a sufficient extent of the ship and its equipment, and certain tests to confirm that their condition is being properly maintained;
- .2 it should also include a visual examination to confirm that no unapproved modifications have been made to the ship and its equipment;

- .3 the content of each annual survey is given in the respective guidelines. The thoroughness and stringency of the survey should depend upon the condition of the ship and its equipment;
- .4 should any doubt arise as to the maintenance of the condition of the ship or its equipment, further examination and testing should be conducted as considered necessary.

1.2.3 Where an annual survey has not been carried out within the due dates, reference should be made to 2.4.

(In) 1.3 Intermediate surveys

1.3.1 Frequency

1.3.1.1 The intermediate survey should be held within three months before or after the second anniversary date or within three months before or after the third anniversary date of the appropriate certificate and should take the place of one of the annual surveys.

1.3.2 General

1.3.2.1 The intermediate survey should be an inspection of items relevant to the particular certificate to ensure that they are in a satisfactory condition and are fit for the service for which the ship is intended.

1.3.2.2 When specifying items of hull and machinery for detailed examination, due account should be taken of any continuous survey schemes that may be applied by classification societies.

1.3.2.3 Where an intermediate survey has not been carried out within the due dates, reference should be made to 2.4.

(R) 1.4 Renewal surveys

1.4.1 Frequency

1.4.1.1 The renewal survey should be held before the appropriate certificate is renewed.

1.4.2 General

1.4.2.1 The renewal survey should consist of an inspection, with tests when necessary, of the structure, machinery and equipment to ensure that the requirements relevant to the particular certificate are complied with and that they are in a satisfactory condition and are fit for the service for which the ship is intended.

1.4.2.2 The renewal survey should also consist of a check that all the certificates, record books, operating manuals and other instructions and documentation specified in the requirements relevant to the particular certificate are on board the ship.

(Ad) 1.5 Additional surveys

1.7.1 Whenever an accident occurs to a ship or a defect is discovered which affects the safety or integrity of the ship or the efficiency or completeness of its equipment, the master or owner should make a report at the earliest opportunity to the Administration, the nominated surveyor or recognized organization responsible for issuing the relevant certificate. The Administration, the nominated surveyor or recognized organization responsible for issuing the relevant certificate should then initiate an investigation to determine whether a survey, as required by the regulations applicable to the particular certificate, is necessary. This additional survey, which may be general or partial according to the circumstances, should be such as to ensure that the repairs and any renewals have been effectively made and that the ship and its equipment continue to be fit for the service for which the ship is intended.

1.6 Completion of surveys

1.6.1 If a survey shows that the condition of the ship or its equipment is unsatisfactory, the officer of the

Administration, nominated surveyor or recognized organization should be guided by the requirements of SOLAS 74/88/04, regulation I/6(c), MARPOL 90/04, Annex I, regulation 3.4, MARPOL 90/04 Annex II, regulation 8.2.5, MARPOL Annex IV regulation 4.5, MARPOL Annex VI, regulation 6(1), the IBC Code 83/90/04, regulation 1.5.1.3, the IGC Code 83/90/04 regulation 1.5.1.3 and the BCH Code 85/90/00, regulation 1.6.1.3. These instruments require that corrective action be taken immediately and the Administration notified in due course. In cases where the corrective action has not been undertaken the relevant certificate should be withdrawn and the Administration notified immediately. If the ship is in the port of another Party, the appropriate authorities of the port State should also be notified immediately.

1.6.2 Although LLC 66/88/04 does not contain specific requirements, if a load line survey shows the condition of the ship or its equipment is unsatisfactory, the officer of the Administration, nominated surveyor or recognized organization should, nevertheless, should be guided by 4.8.1.

2 AMPLIFICATION OF TERMS AND CONDITIONS

2.1 Extending to five years a certificate issued for less than five years

References: SOLAS regulation I/14(c), LLC 66/88/04, A.19(3), MARPOL 90/04, Annex I, regulation 10.3, MARPOL 90/04 Annex II, regulation 10.3, MARPOL Annex IV, regulation 8.1, MARPOL Annex VI, regulation 9(3), the IBC Code 83/90/04, regulation 1.5.6.3, the IGC Code 83/90/04, regulation 1.5.6.3, BCH Code 85/90/00, regulation 1.6.6.3.

Where a certificate has been issued for a period of less than five years, it is permissible under these regulations or article to extend the certificate so that its maximum period of validity is five years provided that the pattern of surveys for a certificate with a five-year period of validity is maintained. This means that, for example, if a request is made to extend a two-year Cargo Ship Safety Equipment Certificate to five years, then a periodical and two further annual surveys, as detailed in SOLAS 74/88/04, regulation I/8, would be required. Also, for example, if it was intended to extend a four-year Cargo Ship Safety Construction Certificate to five years, then an additional annual survey would be required, as detailed in SOLAS 74/88/04, regulation I/10. Where a certificate has been so extended, it is still permissible to also extend the certificate under SOLAS 74/88/04 regulations I/14(e) and (f), LLC 66/88/04 articles 19(5) and (6), MARPOL 90/04, Annex I, regulation 10.5 and .6, MARPOL 90/04 Annex II regulations 10.5 and 6, MARPOL Annex IV regulation 8.5 and 8.6, MARPOL Annex VI regulation 9(4) and (5), the IBC Code 83/90/04 regulations 1.5.6.5 and 1.5.6.6, the IGC Code 83/90/04, regulations 1.5.6.5 and 1.5.6.6, the BCH Code 85/90/00 regulations 1.6.6.5 and 1.6.6.6, when no additional surveys would be required but, of course, the new certificate issued after the renewal survey would date from the five-year expiry of the existing certificate, in accordance with SOLAS 74/88/04 regulation I/14(b)(ii), LLC 66/88/04 article 19(2)(b), MARPOL 90/04, Annex I, regulation 10.2.2, MARPOL 90/04 Annex II regulation 10.2.2, MARPOL Annex IV, regulation 8.2.2, , MARPOL Annex VI regulation 9(2)(b), the IBC Code 83/90/04, regulation 1.5.6.2.2, the IGC Code 83/90/04, regulation 1.5.6.2.2 and the BCH Code 85/90/00, regulation 1.6.6.2.2.

2.2 Definition of short voyage.

SOLAS 74/88/04, regulation I/14(f), LLC 66/88 /04, article 19(6), MARPOL 90/04, Annex I, regulation 10.6, MARPOL 90/04, Annex II regulation 10.6, MARPOL Annex IV regulation 8.6, MARPOL Annex VI regulation 9(6), the IBC Code 83/90/04, regulation 1.5.6.6, the IGC Code 83/90/04, regulation 1.5.6.6, the BCH Code 85/90/00, regulation 1.6.6.6.

For the purpose of these regulations or article, a “short voyage” means a voyage where neither the distance from the port in which the voyage begins and the final port of destination nor the return voyage exceeds 1,000 miles.

2.3 Application of “special circumstances”

References: SOLAS 74/88/04 regulation I/14(g), LLC 66/88, article 19(7), MARPOL 90/04, Annex I, Regulation 10.7, MARPOL 90/04 Annex II regulation 10.7, MARPOL Annex IV, regulation 8.7, MARPOL Annex VI, regulation 9(7), the IBC Code 83/90/04, regulation 1.5.6.7, the IGC Code 83/90/04, regulation 1.5.6.7 and the BCH Code 85/90/00, regulation 1.6.6.7.

The purpose of these regulations or article is to permit Administrations to waive the requirement that a certificate issued following a renewal survey that is completed after the expiry of the existing certificate should be dated from the expiry date of the existing certificate. The special circumstances when this could be permitted are where the ship has been laid-up or has been out of service for a considerable period because of a major repair or modification. Whilst the renewal survey would be as extensive as if the ship had continued in service, the Administration should consider whether additional surveys or examinations are required depending on how long the ship was out of service and the measures taken to protect the hull and machinery during this period. Where this regulation is invoked, it is reasonable to expect an examination of the outside of the ship's bottom to be held at the same time as the renewal survey when it would not be necessary to include any special requirements for cargo ships for the continued application of SOLAS 74/88, regulation I/10(a)(v).

2.4 Revalidation of certificates

References: SOLAS 74/88/04 regulation I/14(i)(i), LLC 66/88/04, article 19(9)(a), MARPOL 90/04, Annex I, Regulation 10.9.1, MARPOL 90/04 Annex II regulation 10.9.1, MARPOL Annex IV regulation 8.8, MARPOL Annex VI regulation 9(8)(a), the IBC Code 83/90/04 regulation 1.5.6.9.1, the IGC Code 83/90/04 regulation 1.5.6.9.1 and the BCH Code 85/90/00, regulation 1.6.6.9.1.

A certificate ceases to be valid if the periodical, intermediate or annual survey, as appropriate, or the inspection of the outside of the ship's bottom is not completed within the periods specified in the relevant regulation or article. The validity of the certificate should be restored by carrying out the appropriate survey which, in such circumstances, should consist of the requirements of the survey that was not carried out, but its thoroughness and stringency should have regard to the time this survey was allowed to lapse. The Administration concerned should then ascertain why the survey was allowed to lapse and consider further action.

2.5 Surveys required after transfer of the ship to the flag of another State

The certificates cease to be valid when a ship transfers to the flag of another State and it is required that the Government of the State to which the ship transfers shall not issue new certificates until it is fully satisfied that the ship is being properly maintained and that there have been no unauthorized changes made to the structure, machinery and equipment. When so requested, the Government of the State whose flag the ship was formerly entitled to fly is obliged to forward, as soon as possible, to the new Administration copies of certificates carried by the ship before the transfer and, if available, copies of the relevant survey reports and records, such as record of safety equipment and conditions of assignment for load line. When fully satisfied by an inspection that the ship is being properly maintained and that there have been no unauthorized changes, in order to maintain the harmonization of the surveys the new Administration may give due recognition to initial and subsequent surveys carried out by, or on behalf of, the former Administration and issue new certificates having the same expiry date as the certificates that ceased to be valid because of the change of flag.

2.6 Recommended conditions for extending the period of validity of a certificate

In SOLAS and other mandatory IMO instruments the following provision applies: "If a ship at the time when a certificate expires is not in a port in which it is to be surveyed, the Administration may extend the period of validity of a certificate but this extension shall be granted only for the purpose of allowing the ship to complete its voyage to the port in which it is to be surveyed, and then only in cases *where it appears proper and reasonable to do so*. No certificate shall be extended for a period longer than three months, and a ship to which an extension is granted shall not, on its arrival in the port in which is to be surveyed, be entitled by virtue of such extension to leave that port without having a new certificate." If a ship is in a port where the required survey cannot be completed, and where the Convention allows the Administration to extend the certificate when it is proper and reasonable to do so, the Administration should be guided by the following:

- .1 an additional survey, equivalent to at least the same scope of an annual survey required by the relevant certificate(s) should be carried out;
- .2 the renewal survey should be carried out to the maximum extent possible;
- .3 in cases where a dry docking is required, but cannot be carried out, an underwater inspection of the ship's bottom should be carried out;
- .4 in cases where an underwater inspection is not possible (e.g., poor water visibility, draft restrictions, excessive current, refusal by the port Authority), an internal inspection of the ship's bottom structure, to the maximum extent practicable, should be carried out;

- .5 the ship should be allowed to sail directly to a named final agreed cargo discharge port and then directly to a named agreed port to complete the survey and/or dry docking;
- .6 the extension period should be for the minimum amount of time needed to complete the survey and/or dry docking under the relevant certificate(s);
- .7 the condition of the ship found by the surveys indicated above should be considered in determining the duration, distance and operational restrictions, if any, of the voyage needed to complete the survey and/or dry docking; and
- .8 the extension period of the relevant statutory certificate(s) should not exceed the period of validity of the certificate which may be issued to document compliance with the structural, mechanical and electrical requirements of the recognized classification society.

(O) 3 GUIDELINES FOR SURVEYS FOR THE INTERNATIONAL OIL POLLUTION PREVENTION CERTIFICATE

(OI) 3.1 Initial surveys - see part "General", section 1.1

(OI) 3.1.1 For oil pollution prevention the examination of plans and designs should consist of:

(OI) 3.1.1.1 examining the arrangements for the control of the discharge of oil and examining the plans and designs of the oil discharge monitoring and control system and oily-water separating and oil filtering equipment; confirming that pollution prevention equipment is type approved in accordance with the relevant Resolution (MARPOL 90/04 Annex I regs. 14 & 15);

(OI) 3.1.1.2 examining the arrangements for operation in special areas (MARPOL 90/04 Annex I reg. 15);

(OI) 3.1.1.3 examining the arrangements for the segregation of oil and water ballast and the prohibition of carriage of oil in the forepeak tanks or in spaces forward of the collision bulkhead (MARPOL 90/04 Annex I reg. 16);

(OI) 3.1.1.4 examining the sludge tank and standard discharge arrangements (MARPOL 90/04 Annex I regs. 12 and 13);

(OI) 3.1.1.5 examining oil fuel tank protection arrangements (MARPOL 90/04 Annex I reg. 12A).

(OI) 3.1.1.6 confirming that requirements regarding capacity and protection of oil fuel tanks are complied with (MARPOL 90/04 Annex I reg. 12A).

(OI) 3.1.2 For oil pollution prevention, concerning the additional requirements for oil tankers the examination of plans and designs should consist of:

(OI) 3.1.2.1 examining the ODME Manual and the arrangements for the control of the discharge of oil and for the retention of oil on board. Verifying that the ODME is type-approved in accordance with the relevant Resolution (MARPOL 90/04 Annex I regs. 29, 31 & 34);

(OI) 3.1.2.2 examining the arrangements for operation in special areas (MARPOL 90/04 Annex I reg. 34);

(OI) 3.1.2.3 examining the arrangements for the segregated ballast tanks, checking their capacity and ascertaining whether the draft and trim conditions will be met (MARPOL 90/04 Annex I reg. 18);

(OI) 3.1.2.4 examining the arrangements for crude oil washing, including shadow diagrams and the Operations and Equipment Manual, checking that an inert gas system is to be fitted (MARPOL 90/04 Annex I regs. 33 and 35);

(OI) 3.1.2.5 examining, as appropriate, the arrangements for the prevention of oil pollution in the event of collision or stranding (MARPOL 90/04 Annex I regs. 19 to 22);

(OI) 3.1.2.6 examining the protective location of the segregated ballast spaces and the arrangements for minimizing pollution due to side and bottom damages (MARPOL 90/04 Annex I regs. 18, and 24 to 26);

(OI) 3.1.2.7 confirming, as appropriate, that arrangements are made for the maintenance and inspection of wing and double bottom tanks or spaces (MARPOL 90/04 Annex I reg. 19);

(OI) 3.1.2.8 examining the arrangements for cargo pump-room bottom protection (double bottom where required) (MARPOL 90/04 Annex I reg.22);

(OI) 3.1.2.9 examining the pumping, piping and discharge arrangements (MARPOL 90/04 Annex I reg. 30);

(OI) 3.1.2.10 examining the shipboard oil pollution emergency plan or in the case of a chemical/product tanker the shipboard marine pollution emergency plan (MARPOL 90/04 Annex I reg. 37);

(OI) 3.1.2.11 examining the arrangements of the oil/water interface detector (MARPOL 90/04 Annex I reg.32);

(OI) 3.1.2.12 examining, for oil tanker of 5,000 tonnes deadweight and above delivered after 1 February 2002, the intact stability. (MARPOL 90/04 Annex I reg.27);

(OI) 3.1.2.13 examining, for oil tanker of 150 gross tonnage and above delivered after 31 December 1979, the subdivision and damage stability. (MARPOL 90/04 Annex I reg.28);

(OI) 3.1.2.14 examining the accidental oil outflow performance (MARPOL 90/04 Annex I reg.23), as applicable.

(OI) 3.1.3 For the oil pollution prevention the survey during construction and after installation should consist of:

(OI) 3.1.3.1 confirming the satisfactory installation and operation of, as appropriate, oil filtering equipment and when appropriate the operation of the automatic means provided to stop the discharge of effluent and the satisfactory operation of the alarm - or other installation (MARPOL 90/04 Annex I regs. 14 and 15);

(OI) 3.1.3.2 confirming, when applicable, that the oil content meter and its recording device are operable and that there is a sufficient supply of consumables for the recording device on board (MARPOL 90/04 Annex I regs. 14 and 15);

(OI) 3.1.3.3 testing, where fitted, the automatic stopping device required for discharges in Special Areas (MARPOL 90/04 Annex I reg. 15);

(OI) 3.1.3.4 confirming the segregation of the oil fuel and water ballast system and the non-carriage of oil in forepeak tanks (MARPOL 90/04 Annex I reg. 16);

(OI) 3.1.3.5 confirming that the oily residue (sludge) tank and its discharge arrangements are satisfactory and, when the size of the sludge tank is approved on the basis of such installations, confirming the satisfactory operation of homogenizers, sludge incinerators or other recognized means for the control of sludge (MARPOL 90/04 Annex I reg. 12);

(OI) 3.1.3.6 confirming the provision of the standard discharge connection (MARPOL 90/04 Annex I reg. 13);

(OI) 3.1.3.7 confirming oil fuel tank protection arrangements (MARPOL 90/04 Annex I reg. 12A).

(OI) 3.1.4 For oil pollution prevention, concerning the additional requirements for oil tankers the survey during construction and after installation should consist of:

(OI) 3.1.4.1 confirming that the arrangements of slop tanks or cargo tanks designated as slop tanks, and associated piping systems, are satisfactory (MARPOL 90/04 Annex I regs. 29 and 34);

(OI) 3.1.4.2 confirming the satisfactory installation and operation of the oil discharge monitoring and control system, including any audible or visual alarms, the automatic and manual means to stop the discharge of effluent, the starting interlock, the accuracy of the flow meter and the applicable resolution's requirements for installation survey¹ (MARPOL 90/04 Annex I regs. 31 and 34);

(OI) 3.1.4.3 confirming that the oil content meter and its recording device are operable and that there is a sufficient supply of consumables for the recording device on board (MARPOL 90/04 Annex I regs. 31 and 34);

¹ Resolution A.586(14) or MEPC.108(49), as applicable

- (OI) 3.1.4.4 confirming that the approved oil/water interface detectors are on board and are operational (MARPOL 90/04 Annex I reg. 32);
- (OI) 3.1.4.5 confirming that the arrangements of pumps, pipes and valves are in accordance with the requirements for segregated ballast systems and that there are no cross-connections between the cargo and segregated ballast systems (MARPOL 90/04 Annex I reg. 18);
- (OI) 3.1.4.6 where a portable spool piece is provided for the emergency discharge of segregated ballast by connecting the segregated ballast system to a cargo pump, confirming that non-return valves are fitted on the segregated ballast connections and that the spool piece is mounted in a conspicuous position in the pump room with a permanent notice restricting its use (MARPOL 90/04 Annex I reg. 18);
- (OI) 3.1.4.7 testing ballast pipelines that pass through cargo tanks and those cargo pipelines that pass through ballast tanks to ensure there is no cross contamination (MARPOL 90/04 Annex I reg. 18);
- (OI) 3.1.4.8 confirming that the crude oil washing system is installed in accordance with the approved plans (MARPOL 90/04 Annex I regs. 18 & 33) and, in particular:
- (OI) 3.1.4.8.1 examining crude oil washing piping, pumps, valves and deck-mounted washing machines for signs of leakage and to check that all anchoring devices for crude oil washing piping are intact and secure;
- (OI) 3.1.4.8.2 carrying out pressure testing of the crude oil washing system to 1.5 times the working pressure;
- (OI) 3.1.4.8.3 confirming in those cases where drive units are not integral with the tank washing machines, that the number of operational drive units specified in the Manual are on board;
- (OI) 3.1.4.8.4 checking that, when fitted, steam heaters for water washing can be properly isolated during crude oil washing operations, either by double shut-off valves or by clearly identifiable blanks;
- (OI) 3.1.4.8.5 checking that the prescribed means of communication between the deck watch keeper and the cargo control position is operational;
- (OI) 3.1.4.8.6 confirming that an overpressure relief device (or other approved arrangement) is fitted to the pumps supplying the crude oil washing system;
- (OI) 3.1.4.8.7 verifying that flexible hoses for supply of oil to the washing machines on combination carriers are of an approved type, are properly stored and are in good condition;
- (OI) 3.1.4.9 verifying the effectiveness of the crude oil washing system (MARPOL 90/04 Annex I reg. 33) and, in particular:
- (OI) 3.1.4.9.1 checking that the crude oil washing machines are operable and observing the proper operation of the washing machines by means of the movement indicators and/or sound patterns or other approved methods;
- (OI) 3.1.4.9.2 checking the effectiveness of the stripping system in appropriate cargo tanks by observing the monitoring equipment and by hand-dipping or other approved means;
- (OI) 3.1.4.9.3 verifying by internal tank inspection after crude oil washing that the installation and operational procedures laid down in the Operations and Equipment Manual are satisfactory;
- (OI) 3.1.4.10 confirming that, where there is a crude oil washing system, an inert gas system has been installed and tested;
- (OI) 3.1.4.11 confirming, as appropriate, that the arrangements for the prevention of oil pollution in the event of collision or stranding are in accordance with the approved plans (MARPOL 90/04 Annex I regs. 19 to 22);
- (OI) 3.1.4.12 confirming that the piping systems associated with the discharge of dirty ballast water or oil-contaminated water are satisfactory (MARPOL 90/04 Annex I reg. 30);

(OI) 3.1.4.13 confirming that the observation and discharge control positions for visually observing the discharge of oil-contaminated water, including the testing of the communication system between the two positions are satisfactory (MARPOL 90/04 Annex I reg. 30);

(OI) 3.1.4.14 confirming that the means of draining cargo pumps and cargo lines, including the provision of a stripping device and the connections for pumping to the slop or cargo tanks or ashore, are satisfactory (MARPOL 90/04 Annex I reg. 30);

(OI) 3.1.4.15 confirming that the arrangements for the part flow system, where fitted, are satisfactory (MARPOL 90/04 Annex I reg. 30);

(OI) 3.1.4.16 confirming that closing devices installed in the cargo transfer system and cargo piping, as appropriate, are satisfactory (MARPOL 90/04 Annex I regs. 23 & 26);

(OI) 3.1.4.17 confirming that the subdivision and stability arrangements, in addition to the provision of

(OI) 3.1.4.16, to prevent progressive flooding are satisfactory (MARPOL 90/04 Annex I regs. 23 & 26);

(OI) 3.1.4.18 confirming the arrangements for cargo pump-room bottom protection (double bottom where required) (MARPOL 90/04 Annex I reg.22).

(OI) 3.1.5 For the oil pollution prevention the check that the documentation has been placed on board cargo ships should consist of:

(OI) 3.1.5.1 confirming that certificates for type approval for the oil filtering equipment and oil content meters are available (MARPOL 90/04 Annex I reg. 14);

(OI) 3.1.5.2 confirming that the Oil Record Book (Part I) has been provided (MARPOL 90/04 Annex I reg. 17);

(OI) 3.1.5.3 confirming that the shipboard oil pollution emergency plan or, in the case of a chemical/product tanker, a shipboard marine pollution emergency plan has been provided (MARPOL 90/04 Annex I reg. 37);

(OI) 3.1.5.4 confirming, as appropriate, that the Operating and Maintenance manuals for the 15ppm bilge separator and 15ppm bilge alarm are available.

(OI) 3.1.6 For the oil pollution prevention the check that the documentation has been placed on board oil tankers should additionally consist of:

(OI) 3.1.6.1 confirming that, if applicable, a Dedicated Clean Ballast Tank Operation Manual has been provided (MARPOL 90/04 Annex I reg. 18);

(OI) 3.1.6.2 confirming that, if applicable, a Crude Oil Washing Operations and Equipment Manual has been provided (MARPOL 90/04 Annex I reg. 35);

(OI) 3.1.6.3 confirming that an operations manual for the oil discharge monitoring and control system has been provided together with any other documentation requested by the applicable resolution² (MARPOL 90/04 Annex I reg. 31);

(OI) 3.1.6.4 confirming that certificates for type approval for the oil content meters, oil discharge monitoring and control system and oil/water interface detectors are available (MARPOL 90/04 Annex I regs. 31 and 32);

(OI) 3.1.6.5 confirming that the Oil Record Book (Part II) has been provided (MARPOL 90/04 Annex I reg. 36);

(OI) 3.1.6.6 confirming that the instructions for the operation of the part flow system have been provided or included in the ship's cargo and ballast handling manuals (MARPOL 90/04 Annex I reg. 30.6.5);

² Resolution A.586(14) or MEPC.108(49), as applicable

(OI) 3.1.6.7 confirming that the information and data concerning the subdivision and damage stability has been provided (MARPOL 90/04 Annex I reg. 28);

(OI) 3.1.6.8 confirming that the shipboard oil pollution emergency plan or in the case of a chemical/product tanker a shipboard marine pollution emergency plan has been provided (MARPOL 90/04 Annex I reg. 37);

(OI) 3.1.6.9 confirming, for oil tankers of 5,000 tonnes deadweight and above delivered on/after 1 February 2002, that the intact stability has been approved (MARPOL 90/04 Annex I reg.27);

(OI) 3.1.6.10 confirming, for oil tankers of 5,000 tonnes deadweight and above, that arrangements are in place to provide prompt access to shore-based damage stability and residual structural strength computerized calculation programs (MARPOL 90/04 Annex I reg. 37.4).

(OI) 3.1.7 For oil pollution prevention the completion of the initial survey should consist of:

(OI) 3.1.7.1 after satisfactory survey, issuing the International Oil Pollution Prevention Certificate.

(OA) **3.2 Annual surveys** - see part "General", section 1.2

(OA) 3.2.1 For oil pollution prevention the examination of current certificates and other records should consist of:

(OA) 3.2.1.1 checking the validity, as appropriate, of the Cargo Ship Safety Equipment Certificate, the Cargo Ship Safety Radio Certificate and the Cargo Ship Safety Construction Certificate or the Cargo Ship Safety Certificate;

(OA) 3.2.1.2 checking the validity of the International Load Line Certificate or International Load Line Exemption Certificate;

(OA) 3.2.1.3 checking the validity of the International Oil Pollution Prevention Certificate;

(OA) 3.2.1.4 checking the certificates of class, if the ship is classed with a classification society;

(OA) 3.2.1.5 checking, when appropriate, the validity of the International Sewage Pollution Prevention Certificate;

(OA) 3.2.1.6 checking, when appropriate, the validity of the International Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk or the Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk;

(OA) 3.2.1.7 checking, when appropriate, the validity of the International Certificate of Fitness for the Carriage of Liquefied Gases in Bulk;

(OA) 3.2.1.8 checking, when appropriate, the validity of the International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk;

(OA) 3.2.1.9 checking, when appropriate, the validity of the International Air Pollution Prevention Certificate;

(OA) 3.2.1.10 checking, when appropriate, the validity of the Safety Management Certificate (SMC) and that a copy of the Document of Compliance (DOC) is on board;

(OA) 3.2.1.11 checking the validity of the International Ship Security Certificate;

(OA) 3.2.1.12 checking that the ship's complement complies with the Minimum Safe Manning Document (SOLAS 74/88/2000 reg. V/14.2);

(OA) 3.2.1.13 checking that the master, officers and ratings are certificated as required by the STCW Convention;

(OA) 3.2.1.14 checking whether any new equipment has been fitted and, if so, confirming that it has been approved before installation and that any changes are reflected in the appropriate certificate;

(OA) 3.2.1.15 checking the certificates for the type approval of the oil filtering equipment (MARPOL 90/04 Annex I regs. 14 and 15);

(OA) 3.2.1.16 checking, when appropriate, that the Operating and Maintenance manuals for the 15ppm bilge separator and 15ppm bilge alarm are available on board;

(OA) 3.2.1.17 verifying, if applicable, that the 15ppm bilge alarm has been calibrated by the manufacturer or a person authorized by the manufacturer and that a valid calibration certificate is available on board³;

(OA) 3.2.1.18 checking whether the appropriate entries have been made in Part I of the Oil Record Book (MARPOL 90/04 Annex I reg. 17).

(OA) 3.2.1.19 confirming the availability of the International Anti-Fouling System Certificate (AFS 2001 Annex 4 reg. 2), when applicable.

(OA) 3.2.2 For oil pollution prevention the examination of current certificates and other records for oil tankers should additionally consist of:

(OA) 3.2.2.1 confirming that the approved Dedicated Clean Ballast Tank Operation Manual, and/or the approved Operations and Equipment Manual for the Crude Oil Washing Systems, as appropriate, is/are on board (MARPOL 90/04 Annex I regs. 18 and 35);

(OA) 3.2.2.2 confirming that, when appropriate, the approved operational procedures for existing oil tankers having special ballast arrangements are on board (MARPOL 90/04 Annex I reg. 18);

Note: This requirement will be obsolete with effect from June 2008 as all such tankers will be phased out under reg. 20.

(OA) 3.2.2.3 confirming, when appropriate, that a CAS Statement of Compliance together with the CAS Final Report⁴ are on board (MARPOL 90/04, Annex I, regulations 20.6, 20.7 & 21.6);

(OA) 3.2.2.4 confirming that the Operating and Maintenance manual for the oil discharge monitoring and control system, is on board (MARPOL 90/04 Annex I reg. 31);

(OA) 3.2.2.5 confirming that a valid calibration certificate for the oil discharge monitoring equipment is available on board⁵;

(OA) 3.2.2.6 checking whether the appropriate entries have been made in Part II of the Oil Record Book (MARPOL 90/04 Annex I reg. 36);

(OA) 3.2.2.7 confirming that for oil tankers of 5,000 tonnes deadweight and above delivered on/after 1 February 2002 the loading conditions and intact stability information, in an approved form, is on board (MARPOL 90/04 Annex I reg. 27);

(OA) 3.2.2.8 confirming that subdivision and damage stability information in an approved form, where applicable, is on board (MARPOL 90/04 Annex I reg.28);

(OA) 3.2.2.9 confirming that the oil pollution emergency plan or, in the case of a chemical/product tanker, a shipboard marine pollution emergency plan, is on board (MARPOL 90/04 Annex I reg. 37);

(OA) 3.2.2.10 checking the certificates for the type approval of the oil pollution prevention equipment, such as the oil content meters and oil/water interface detectors, and sighting the records of the various oil discharge monitoring equipment, as applicable (MARPOL 90/04 Annex I reg.31);

(OA) 3.2.2.11 checking that the ship is allowed continued operation according to the phase-out scheme of MARPOL 90/04 Annex I reg.20).

(OA) 3.2.3 For the oil pollution prevention the annual survey should consist of: (OA) 1.2.3.1 examining externally the oil filtering equipment and confirming, as far as practicable, its satisfactory operation including, when appropriate, testing the operation of the automatic means provided to stop the discharge of effluent and the alarm for the oil filtering equipment (MARPOL 90/04 Annex I reg. 14 and 15);

³ For installations complying with resolution MEPC.107(49)

⁴ Refer to resolution MEPC.94(46) as amended . Condition Assessment Scheme

⁵ For installations complying with resolution MEPC.108(49)

(OA) 3.2.3.2 testing, where fitted, the oil filtering equipment required for discharge in special areas (MARPOL 90/04 Annex I reg. 15);

(OA) 3.2.3.3 confirming the segregation of oil fuel and water ballast systems and that the arrangements prohibit the carriage of oil in forepeak tanks or in spaces forward of the collision bulkhead (MARPOL 90/04 Annex I reg. 16);

(OA) 3.2.3.4 checking that the arrangement of oily residue (sludge) tank and its discharge arrangements are satisfactory and confirming that, where applicable, homogenizers, sludge incinerators or other recognized means for the control of sludge are satisfactory (MARPOL 90/04 Annex I reg. 12);

(OA) 3.2.3.5 confirming that a standard discharge connection is provided (MARPOL 90/04 Annex I reg. 13).

(OA) 3.2.4 For oil pollution prevention the annual survey of the additional requirements for oil tankers should consist of:

(OA) 3.2.4.1 examining the oil discharge monitoring and control system and its associated equipment (MARPOL 90/04 Annex I reg. 31) and, in particular:

(OA) 3.2.4.1.1 examining externally the system and equipment and, if applicable, verifying that the instrument is properly sealed;

(OA) 3.2.4.1.2 confirming, as far as practicable, the satisfactory operation of the oil discharge monitoring and control system including the oil content meter and, where applicable, the automatic and manual means provided to stop the discharge of effluent and the starting interlock;

(OA) 3.2.4.1.3 observing that indicators and recording devices are operable and verifying that sufficient supply of consumables for the recorders are on board;

(OA) 3.2.4.1.4 testing, as far as practicable, any audible or visual alarms fitted to the oil discharge monitoring and control system;

(OA) 3.2.4.2 examining, as far as practicable, the oil/water interface detectors (MARPOL 90/04 Annex I reg. 32);

(OA) 3.2.4.3 confirming that no cross-connections have been fitted between the cargo and segregated ballast systems (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.4 where a portable spool piece is provided for the emergency discharge of segregated ballast by connecting the segregated ballast system to a cargo pump, confirming that non-return valves are fitted on the segregated ballast connections and that the spool piece is mounted in a conspicuous position in the pump room with a permanent notice restricting its use (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.5 confirming by sighting that there has been no contamination with oil in the segregated ballast tanks (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.6 confirming, as far as practicable, that the dedicated clean ballast tank arrangement remains satisfactory (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.7 confirming by sighting that there has been no contamination with oil in the dedicated clean ballast tanks (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.8 confirming, as far as practicable, that the crude oil washing system remains satisfactory (MARPOL 90/04 Annex I reg. 33) and, in particular:

(OA) 3.2.4.8.1 examining externally the crude oil washing piping, pumps, valves and deck mounted washing machines for signs of leakage and checking that all anchoring devices for crude oil washing piping are intact and secure;

(OA) 3.2.4.8.2 confirming, in those cases where drive units are not integral with the tank cleaning machines, that the number of operational drive units as specified in the Manual are on board;

(OA) 3.2.4.8.3 checking that, when fitted, steam heaters for water washing can be properly isolated during crude oil washing operations, either by double shut-off valves or clearly identifiable blanks;

(OA) 3.2.4.8.4 checking that the prescribed means of communications between the deck watch keeper and the cargo control position is operational;

(OA) 3.2.4.8.5 confirming that an overpressure relief device (or other approved arrangement) is fitted to the pumps supplying the crude oil washing systems;

(OA) 3.2.4.8.6 confirming that flexible hoses for supply of oil to the washing machines on combination carriers, are of an approved type, are properly stored and are in good condition;

(OA) 3.2.4.9 verifying, where applicable and as far as practicable, the effectiveness of the crude-oil washing system (MARPOL 90/04 Annex I reg. 33) and, in particular:

(OA) 3.2.4.9.1 checking tanks containing departure and/or arrival ballast water, as applicable, to confirm the effectiveness of the cleaning and stripping;

(OA) 3.2.4.9.2 checking, as far as practicable, that the crude oil washing machines are operable and, when the survey is carried out during crude oil washing operations, observing the proper operation of the washing machines by means of the movement indicators and/or sound patterns or other approved methods;

(OA) 3.2.4.9.3 checking, as far as practicable, the effectiveness of the stripping system in appropriate cargo tanks by observing the monitoring equipment and by hand-dipping or other approved means;

(OA) 3.2.4.10 confirming that on those existing tankers operating with special ballast arrangements, the arrangements are as approved and are satisfactory (MARPOL 90/04 Annex I reg. 18);

(OA) 3.2.4.11 confirming, as appropriate and as practicable, that the arrangements for the prevention of oil pollution in the event of collision or stranding are approved and are satisfactory (MARPOL 90/04 Annex I regs. 19 to 22);

(OA) 3.2.4.12 examining the piping systems associated with the discharge of dirty ballast or oil-contaminated water including the part flow system, if fitted (MARPOL 90/04 Annex I reg. 30);

(OA) 3.2.4.13 testing the communication system between the observation and discharge control positions (MARPOL 90/04 Annex I reg. 30);

(OA) 3.2.4.14 examining the means of draining cargo pumps and cargo lines, including the stripping device and the connections for pumping to the slop or cargo tanks or ashore (MARPOL 90/04 Annex I reg. 30);

(OA) 3.2.4.15 confirming for oil tankers of 5,000 tonnes deadweight and above that arrangements are in place to provide prompt access to shore-based damage stability and residual structural strength computerized calculation programmes (MARPOL 90/04 Annex I reg. 37.4).

(OA) 3.2.5 For oil pollution prevention the completion of the annual survey should consist of:

(OA) 3.2.5.1 after a satisfactory survey, endorsing the International Oil Pollution Prevention Certificate;

(OA) 3.2.5.2 if a survey shows that the condition of a ship or its equipment is unsatisfactory, see part .General., section 1.6.

(OIn) **3.3 Intermediate surveys** - see part "General", section 1.3

(OIn) 3.3.1 For oil pollution prevention the examination of current certificates and other records should consist of:

(OIn) 3.3.1.1 the provisions of (OA) 3.2.1.

(OIn) 3.3.2 For oil pollution prevention the examination of current certificates and other records for oil tankers should additionally consist of:

(OIn) 3.3.2.1 the provisions of (OA) 3.2.2.

(OIn) 3.3.3 For oil pollution prevention the intermediate survey should consist of:

(OIn) 3.3.3.1 the provisions of (OA) 3.2.3;

(OIn) 3.3.3.2 examining the oily-water separating equipment or oil filtering equipment or process unit, where fitted, including associated pumps, piping and fittings for wear and corrosion (MARPOL 90/04 Annex I regs. 14 & 15);

(OIn) 3.3.3.3 examining the oil content meter (15 ppm alarm and bilge monitor) for obvious defects, deterioration or damage and checking the record of calibration of the meter when done in accordance with the manufacturer's operational and instruction manual (MARPOL 90/04 Annex I reg.14).

(OIn) 3.3.4 For oil pollution prevention the intermediate survey of the additional requirements for oil tankers should consist of:

(OIn) 3.3.4.1 the provisions of (OA) 3.2.4;

(OIn) 3.3.4.2 examining the oil discharge monitoring and control system and the oil content meter for obvious defects, deterioration or damage, and checking the record of calibration of the meter when done in accordance with the manufacturer's operational and instruction manual (MARPOL 90/04 Annex I reg. 31);

(OIn) 3.3.4.3 confirming the satisfactory operation of the oil/water interface detectors (MARPOL 90/04 Annex I reg. 32);

(OIn) 3.3.4.4 for the crude oil washing system (MARPOL 90/04 Annex I reg. 33):

(OIn) 3.3.4.4.1 examining the crude oil washing piping outside the cargo tanks. If upon examination there is any doubt as to its condition, the piping may be required to be pressure tested, gauged or both. Particular attention should be paid to any repairs such as welded doublers;

(OIn) 3.3.4.4.2 confirming the satisfactory operation of the isolation valves to steam heaters for washing water, when fitted;

(OIn) 3.3.4.4.3 examining at least two selected cargo tanks for the express purpose of verifying the continued effectiveness of the installed crude oil washing and stripping systems. If the tank cannot be gas-freed for the safe entry of the surveyor, an internal examination should not be conducted. In this case this examination may be conducted in conjunction with the internal examination of cargo tanks;

(OIn) 3.3.4.5 examining the manual and/or remote operation of the individual tank valves (or other similar closing devices) to be kept closed at sea (MARPOL 90/04 Annex I regs. 23 & 26).

(OIn) 3.3.5 For the oil pollution prevention the completion of the intermediate survey should consist of:

(OIn) 3.3.5.1 after a satisfactory survey, endorsing the International Oil Pollution Prevention Certificate;

(OIn) 3.3.5.2 if a survey shows that the condition of a ship or its equipment is unsatisfactory; see part .General., section 4.8.

(OR) **3.4 Renewal surveys** - see part "General", section 1.4

(OR) 3.4.1 For oil pollution prevention the examination of current certificates and other records should consist of:

(OR) 3.4.1.1 the provisions of (OA) 3.2.1, except for the validity of the International Oil Pollution Prevention Certificate;

(OR) 3.4.1.2 verifying that, if applicable, the 15ppm bilge alarm has been calibrated by the manufacturer or a person authorized by the manufacturer and that a valid calibration certificate is available on board⁶.

(OR) 3.4.2 For oil pollution prevention the examination of current certificates and other records for tankers should additionally consist of:

(OR)3.4.2.1 the provisions of (OA) 3.2.2;

(OR) 3.4.2.2 verifying that, if applicable, the oil discharge monitoring equipment has been calibrated and that a valid calibration certificate is available on board⁷.

(OR) 3.4.3 For oil pollution prevention the renewal survey should consist of:

(OR) 3.4.3.1 the provisions of (OIn) 3.3.3;

(OR) 3.4.3.2 confirming, if necessary by simulated test or equivalent, the satisfactory operation of the oily-water separating equipment or oil filtering equipment (MARPOL 90/04 Annex I reg. 15);

(OR) 3.4.3.3 confirming, if necessary by simulated test or equivalent, the satisfactory operation of the oil discharge monitoring and control system, including where practicable the automatic and manual operation of the means provided to stop the discharge of effluent (MARPOL 90/04 Annex I reg. 15);

(OR) 3.4.3.4 confirming the satisfactory operation of the alarm for the oil filtering system (MARPOL 90/04 Annex I reg. 15);

(OR) 3.4.3.5 confirming the satisfactory operation of homogenizers, sludge incinerators or other recognized means for the control of sludge when the size of oily residue (sludge) tank is approved on the basis of such installations (MARPOL 90/04 Annex I reg.12).

(OR) 3.4.4 For oil pollution prevention the renewal survey of the additional requirements for oil tankers should consist of:

(OR) 3.4.4.1 the provisions of (OIn) 3.3.4;

(OR) 3.4.4.2 confirming that the arrangements of slop tanks or cargo tanks designated as slop tanks and associated piping systems are satisfactory (MARPOL 90/04 Annex I regs. 29 and 34);

(OR) 3.4.4.3 confirming, if necessary by simulated test or equivalent, the satisfactory operation of the oil discharge monitoring and control system and its associated equipment, including the oil/water interface detectors (MARPOL 90/04 Annex I reg. 31 and 32);

(OR) 3.4.4.4 confirming that the arrangements of pumps, pipes and valves are in accordance with the requirements for SBT systems (MARPOL 90/04 Annex I reg. 18);

(OR) 3.4.4.5 confirming that the arrangements of pumps, pipes and valves are in accordance with the Revised Specifications for Oil Tankers with Dedicated Clean Ballast Tanks (MARPOL 90/04 Annex I reg. 18);

(OR) 3.4.4.6 confirming that the crude oil washing system is in accordance with the requirements for such systems (MARPOL 90/04 Annex I reg. 33) and, in particular:

(OR) 3.4.4.6.1 carrying out pressure testing of the crude oil washing system to at least the working pressure;

(OR) 3.4.4.6.2 examining the cargo tanks for the express purpose of verifying the continued effectiveness of the installed crude oil washing and stripping systems;

(OR) 3.4.4.6.3 examining internally, when fitted, the isolation valves for any steam heaters;

⁶ For installations complying with resolution MEPC.107(49)

⁷ For installations complying with resolution MEPC.108(49)

(OR) 3.4.4.7 verifying, by internal tank inspection or by another alternative method acceptable to the administration, the effectiveness of the crude oil washing system. If the tank cannot be gas-freed for the safe entry of the surveyor, an internal inspection should not be conducted. An acceptable alternative would be satisfactory results during the surveys required by (OA) 3.2.4.9 (MARPOL 90/04 Annex I reg. 33);

(OR) 3.4.4.8 confirming that there is no leakage from those ballast pipelines passing through cargo tanks and those cargo pipelines passing through ballast tanks (MARPOL 90/04 Annex I regs. 18 and 33);

(OR) 3.4.4.9 confirming that the pumping, piping and discharge arrangements are satisfactory (MARPOL 90/04 Annex I reg. 30) and, in particular:

(OR) 3.4.4.9.1 confirming that the piping systems associated with the discharge of dirty ballast water or oil contaminated water are satisfactory;

(OR) 3.4.4.9.2 confirming that the means of draining cargo pumps and cargo lines, including the stripping device and the connections for pumping to the slop or cargo tanks or ashore are satisfactory;

(OR) 3.4.4.9.3 confirming that the arrangements for the part flow system, where fitted, are satisfactory;

(OR) 3.4.4.10 confirming that closing devices installed in the cargo transfer system and cargo piping as appropriate are satisfactory (MARPOL 90/04 Annex I regs. 23 and 26);

(OR) 3.4.4.11 confirming, as appropriate and as practicable, that the arrangements for the prevention of oil pollution in the event of collision or stranding are satisfactory (MARPOL 73/78/90 Annex I regs. 19 to 22);

(OR) 3.4.4.12 confirming for oil tankers of 5,000 tonnes deadweight and above that arrangements are in place to provide prompt access to shore based damage stability and residual structural strength computerized calculation programs (MARPOL 90/04 Annex I reg. 37.4).

(OR) 3.4.5 For oil pollution prevention the completion of the renewal survey should consist of:

(OR) 3.4.5.1 after a satisfactory survey, issuing the International Oil Pollution Prevention Certificate.”