



MARINE DEPARTMENT
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

**Declaration of Survey and
Record of Construction and Equipment
For the Initial Survey of a Local Vessel (Class II)**

Name of Vessel :		Certificate of Ownership No. or Approval-In-Principle No. :	
Class : II	Type :	Category [A/B] :	
Length Overall (m) :	Length (L) (m) :	Extreme Breadth (m) :	
Gross Tonnage :	Net Tonnage :	Material of Hull :	

Part 1 Initial Survey Items (CoP Class II Chapter II Sec 7 refers)

No.	Category and Vessel Length (m)	A (All Lengths)	B (L ≥ 8 m)	B (L < 8 m)	Date Surveyed	Surveyor	Comment (see details below #)
	Survey Item						
(A)	CONSTRUCTION – GENERAL, SHIP STABILITY						
(1)	Draft Marks – verification	✓	✓				
(2)	Measurement of Principal Dimensions	✓ ^(*1)	✓	✓			
(3)	Inclining Experiment ^(*2)	✓	✓ ^(*4)				
(4)	Lightship Verification ^(*3)	✓	✓ ^(*4)				
(5)	Rolling Period Test (for Category B dry cargo vessel)		✓				
(6)	Simple Inclining Test			✓			
(B)	FIRE-FIGHTING APPARATUS, STRUCTURAL FIRE PROTECTION, APPLIANCES FOR PREVENTION OF COLLISION						
(1)	CO ₂ Pipe - inspection, hydraulic test and blowing test	✓	✓ ^(*8)				
(2)	Fire Main - inspection and hydraulic test	✓					
(3)	Structural Fire Protection (Ch. VI/13 refers) - inspection	✓					
(4)	Position of Navigational Light and its Foundation – verification	✓	✓				
(C)	CARRIAGE OF PASSENGERS						
(1)	Measurement of Passenger Space / Seating (for transportation boat and transportation sampan)	✓		✓			
(2)	Means of Escape in Accommodation Space and Machinery Spaces - inspection	✓	✓				

No.	Category and Vessel Length (m)	A (All Lengths)	B (L ≥ 8 m)	B (L < 8 m)	Date Surveyed	Surveyor	Comment (see details below #)
	Survey Item						
(D)	CONSTRUCTION – HULL; CONDITIONS OF ASSIGNMENT, LOAD LINES / FREEBOARD MARK						
(1)	Material test - Steel Plate/Aluminium Plate ^{(*)5} /GRP Polyester Resin	✓	✓ ^{(*)6}				
(2)	- Propeller Shaft, Coupling, Rudder Stock ^{(*)5} ^{(*)7}	✓	✓ ^{(*)8}				
(3)	Hull Scantlings - verification	✓	✓ ^{(*)6}	✓			
(4)	Welding / GRP Lamination and Finishing - inspection	✓	✓ ^{(*)6}	✓			
(5)	Below Main Deck W.T. bulkhead and W.T. door fitted thereon - Hose test ^{(*)9}	✓	✓ ^{(*)4}				
(6)	Structural and Independent Tanks - internal inspection	✓	✓ ^{(*)6}				
(7)	- hydraulic test/air test ^{(*)9}	✓	✓ ^{(*)4}				
(8)	Watertight / Weathertight Appliances - inspection	✓	✓ ^{(*)6}				
(9)	- hose test ^{(*)9}	✓	✓ ^{(*)4}				
(10)	Load Line /Freeboard Assignment Certificate Items incl. Freeboard Marks -inspection	✓	✓				
(E)	CONSTRUCTION - FUEL, MACHINERY, SHAFTING, ELECTRICAL SYSTEMS						
(1)	Main Engine, Gear Box - Type Approval Certificate ^{(*)10} - inspection	✓	✓ ^{(*)8}	✓			
(2)	Generator Diesel Engine Certificate ^{(*)10} / inspection	✓	✓ ^{(*)8}				
(3)	Tail Shafts and Coupling - verification of dimensions	✓	✓ ^{(*)8}				
(4)	- taper bedding test	✓	✓ ^{(*)8}				
(5)	Stern Tube - verification of dimension and hydraulic test	✓	✓ ^{(*)8}				
(6)	Independent Fuel Oil Tanks - internal inspection and hydraulic test ^{(*)9}	✓	✓ ^{(*)8}				
(7)	Verification of no. and volume of fuel oil tanks (incl. structural and independent tanks)	✓	✓ ^{(*)8}	✓			
(8)	Bilge Line - inspection and hydraulic test	✓	✓ ^{(*)8}				
(9)	Sea Suction valve – inspection and hydraulic test	✓	✓ ^{(*)8}				
(10)	Steering System Hydraulic Line - inspection and hydraulic test	✓	✓ ^{(*)8}				
(11)	Fuel Oil Line - inspection and hydraulic test	✓	✓ ^{(*)8}				
(12)	Compressed Air Pipe - hydraulic test (for P > 17.2 bar)	✓	✓				
(13)	Air Receiver / Cement Tank - verification of wall thickness/ dimensions	✓	✓				
(14)	- hydraulic test ^{(*)9}	✓	✓				

No.	Category and Vessel Length (m)	A (All Lengths)	B (L ≥ 8 m)	B (L < 8 m)	Date Surveyed	Surveyor	Comment (see details below #)
	Survey Item						
(15)	Main Engine Alarm System and FMEA items - function test (Applicable to vessels of the type stated in Ch. I/4.2)	MD	✓				
(16)	Electrical Wiring/installation - inspection	✓	✓				
(F)	PREVENTION AND CONTROL OF POLLUTION						
(1)	Prevention of Oil Pollution Installation - Inspection	MD/AO	MD/AO				
(2)	- hydraulic test of independent bilge water / sludge holding tank	✓	✓				
(G)	STRUCTURES, EQUIPMENTS AND ARRANGEMENTS FOR CARRYING DANGEROUS GOODS						
(1)	Supplementary information/data and list of inspection, testing & trial requirements relating to the type of vessel	✓	✓				
(2)	Additional Items for Oil Carriers having cargoes < 60°C (Ch. VI & Ch. X refer) - inspection and test	✓	✓				
(3)	Additional Items for DG or NLS Carrier (Ch. VI & Ch. X refer) - inspection and test	✓	✓				

Note : MD = Marine Department; AO = Authorized Organization

[Initial of surveyor]

Comments on conditions

Each of the survey item in this declaration report must be classified / coded as indicated below:

- A = Condition satisfactory/ acceptable
- AW = Acceptable with deficiencies which would neither affect seaworthiness of the vessel nor the safety of person onboard. Owner /agent is required to monitor for further deterioration and required to take appropriate remedial action (see report attached)
- N = Not acceptable (see report attached)
- NA = Not applicable

*** Notes in Part I**

- *1 The measurement record shall be submitted to Marine Department for verification.
- *2 Applicable to the 1st vessel of a series of four vessels.
- *3 Applicable to the 2nd, 3rd and 4th of a series of four vessels.
- *4 For hopper barge only.
- *5 In lieu of the material test, mill sheet issued/endorsed by a classification society is acceptable.
- *6 Applicable to any vessel to be issued with Freeboard Assignment Certificate (e.g. dumb lighter, hopper barge, etc.).
- *7 Ch. IIIA/9 and IIIA/17.4 refer.
- *8 For visual inspection and operational test at either initial or final inspection only.
- *9 Annex M refers. Hose test for door fitted on watertight bulkhead may be replaced by a chalk test if a prototype test (with pressure corresponding at least to the head required for the intended location) has been carried out and certificated.
- *10 Ch. IIIA/7.1 refers. For diesel engine of new vessels, engine maker or classification societies approved certificates/information and document as appropriate required in Ch. IIIA or IIIB and Annex I-10 of this Code or MARPOL Annex VI.

Part 2 Final Inspection (*1) (*4)

No.	Category of Vessel Survey Item ^(*2)	A	B	Date Surveyed	Surveyor	Comment (See details in Part 1 #)
(A)	LIFE-SAVING APPLIANCES, FIRE-FIGHTING APPARATUS, APPLIANCES FOR PREVENTION OF COLLISION					
(1)	Life Saving Appliances - inspection and function test ^(*3)	✓	✓			
(2)	Fire Fighting apparatus (incl. CO ₂ fixed fire extinguishing installation, emergency fire pump, etc.) - inspection and function test	✓	✓			
(3)	Navigation Lights and Sound Signals - inspection and function test	✓	✓			
(4)	Fire Drill, Abandon Ship Drill ^(*11)	✓	✓			
(B)	CARRIAGE OF PASSENGERS					
(1)	Passenger Space, Crew Space, Cabin Escape Arrangement, Bulwarks and Rails - general inspection	✓				
(C)	CONSTRUCTION – HULL, CONDITIONS OF ASSIGNMENT, LOAD LINES / FREEBOARD MARK					
(1)	Hull External (above waterline part) - General inspection (not required if there is on slip/docking survey during the year)	✓	✓			
(2)	Watertight / Weathertight Closing Appliances (incl. door, ventilator, air pipe, etc.) - inspection	✓	✓ ^(*5)			
(3)	Permanent ballast - confirmation of amount and position ^(*10)	✓				
(4)	Freeboard Mark / Load Line Mark - verification	✓	✓ ^(*5)			
(5)	General condition in Machinery Space (including fuel oil installation) (a) protection from injury of personnel (b) prevention of fire hazard (c) prevention of oil pollution hazard	✓				
(6)	Principal Dimensions, Engine and major machinery particulars - verification	✓	✓			
(D)	CONSTRUCTION - FUEL, MACHINERY, SHAFTING, ELECTRICAL SYSTEMS					
(1)	Main Engines, Generator Engines, Steering Gears, Windlass ^(*13) - running test	✓	✓			
(2)	Unattended Machinery Space Installation (Ch. IIIA/18 and IIIB/13 refer) - function test	✓	✓			
(3)	Air Receiver / Cement Tank Safety Valves - function test	✓	✓			
(4)	Bilge and Oily Water Pumping System - function test	✓	✓			

No.	Category of Vessel	A	B	Date Surveyed	Surveyor	Comment (See details in Part 1 #)
	Survey Item ^(*2)					
(5)	Electrical Circuit - earthing test	✓	✓			
(6)	- insulation resistance test	✓	✓ ^(*7)			
(7)	- Main circuit breaker function test ^(*8)	✓	✓			
(8)	Location of emergency source of electrical power shall be outside machinery space and above waterline – verification ^(*9)	✓				
(9)	Meters on Switchboard - function test	✓				
(E) PREVENTION AND CONTROL OF POLLUTION						
(1)	Air Emission Assessment ^(*6)	✓	✓			
(2)	Prevention of Oil Pollution Installation - function test	✓	✓			
(F) NAVIGATIONAL, COMMUNICATION EQUIPMENT AND OTHERS						
(1)	Radio Communication Equipment	✓				
(2)	Navigational Equipment	✓				
(3)	Plans and data required to be retained onboard (s 6.1 refers) - confirmation of numbers and contents	✓				
(4)	Survey report issued by MD/AS/AO/RA - verification	✓				
(5)	Inspection of remedial deficiency items in Initial / Periodical Survey	✓				
(6)	Marking of Safe Working Load and Certificate of Lifting Appliances – verification ^(*12)	✓	✓			
(7)	Supplementary information/data and list of inspection, testing & trial requirements relating to the type of vessel	✓				
(8)	Domestic L.P.G. Installation - inspection	✓	✓			

[Initial of surveyor]

*** Notes in Part 2**

- *1 For intervals of final inspection with respect to type of vessel, guide table (Page II-10, CoP Class II) refers.
- *2 Where practicable the listed items may be presented for inspection prior to the final inspection.
- *3 Random check on the condition of lifejackets is to be according to the following proportions:

Statutorily Required No. of Adult Lifejackets	Random Check	Statutorily Required No. of Children Lifejackets	Random Check
1-10	100%	1-10	100%
11-100	10 pieces	11-50	10 pieces

The counting of the number is to be 100%.

- *4 For high risk vessel, the final inspection shall be carried out by Marine Department officer.
- *5 Applicable to dumb lighter and hopper barge.
- *6 Air emission requirements to be conducted as per Annex I-10.
- *7 Applicable to any vessel other than Category B wooden construction vessel. For vessels other than high risk vessels, a valid EMSD registered electrical contractor (REC) issued electrical system insulation test report (with the test being conducted by an EMSD registered electrical worker (REW) within 2 weeks prior to the final inspection) is acceptable in lieu of the insulation resistance test inspection responsible by MD officer or authorized inspection personnels. A valid electrical system insulation test report shall include the relevant necessary information. A valid electrical system insulation test report issued by an authorized inspection personnel is acceptable.
- *8 Applicable to any vessel fitted with generator of each capacity exceeding 50 kW.
- *9 Applicable to only a vessel which is still a new vessel when the reference to “the commencement date of the Survey Regulation” in the definition of “new vessel” under Ch. I/3.1 is substituted by “29 November 2014”.
- *10 In addition to the visual inspection, owner’s declaration on the amount and disposition of the ballast weights to be furnished to Marine Department for record.
- *11 Applicable to any mechanized oil carrier, dangerous goods carrier and noxious liquid substances carrier; and any types of mechanized vessels plying beyond Hong Kong waters.
- *12 The following document / certificates certified by competent examiner shall be presented in final inspection for verification of validity.
 - i) Register of Lifting Appliance & Lifting Gear (Form 1);
 - ii) Certificate of Test and Examination of Winches, Derricks and their Accessory Gear (Form 2) (if applicable);
 - iii) Certificate of Test and Examination of Lifting Appliance and their Accessory Gear other than Derricks (Form 3) (if applicable).
- *13 For high risk vessels (including dumb lighter used for carrying dangerous goods) inspecting officer will carry out external visual inspection and running test. Owner of vessel shall confirm by writing that the windlass has been properly repaired and maintained.

Part 3 Record of Equipment and Operational Conditions

Name of Vessel CoO Number

Class II Type Category

Length Overall (m) Length (L) (m) Extreme Breadth (m)

Gross Tonnage Net Tonnage Material of Hull

1. THIS IS TO CERTIFY that on the basis of the survey of the abovementioned vessel that was completed on _____ ,
the abovementioned vessel is fit for the service intended and in good condition, subject to the following conditions and restrictions:
2. that the vessel only carries a maximum of _____ persons, including a maximum of _____ passengers;
3. that the vessel is manned by not less than _____ crew, including _____ coxswain and _____ engine operator;
4. that the vessel may only ply/operate within:
[Specified Sheltered Waters / Typhoon Shelter / Waters of Hong Kong / River Trade Limits]

.....
(Note: When navigating beyond Waters of Hong Kong, no passenger is permitted to carry.)
5. that the vessel is [Permitted / Not Permitted]* to ply with a Combined Coxswain and Engine operator.
6. that the vessel is [Permitted / Not Permitted]* to tow. (No passengers can be carried when towing)

Ownership and Related Information:

Owner of vessel:

Address:

Certificate of Ownership No. Year of construction

Starting date of survey cycle Date of first final inspection

Safety Equipment

(1) life-saving appliances

_____ motor lifeboat(s)
_____ inflatable liferaft(s)
_____ buoyant apparatus(es)
_____ adult lifejacket(s)
_____ children lifejacket(s)
_____ common lifejacket(s)
_____ infant lifejacket(s)
_____ lifebuoy(s), including:
_____ with self-igniting light(s)
_____ with self activating smoke(s)
_____ with buoyant lifeline(s)
_____ line-throwing appliance(s)
_____ rocket parachute flare(s)
_____ radar transponder(s)

Additional Particulars of Life-saving Appliances:

Item	Remarks

(2) fire-fighting apparatus

_____ fire detection and alarm system(s)
_____ fixed CO₂ fire extinguishing system(s)
_____ automatic sprinkler system
_____ fire station(s)
_____ fire control plan(s)
_____ fire roster(s)
_____ non-portable fire extinguisher(s)
_____ including:
_____ 45L foam _____ 16kg CO₂

_____ portable fire extinguisher(s), including:
_____ 9L or more foam
_____ 3kg or more CO₂
_____ 9L or more water
_____ 1.4kg or more dry powder
_____ 2.3kg or more dry powder
_____ 2.7kg or more dry powder
_____ 4.5kg or more dry powder

_____ main fire pump(s), including:
_____ manual _____ power
_____ emergency fire pump(s), including:
_____ manual _____ power
_____ fire hydrant(s) _____ fire hose(s)
_____ jet nozzle(s) _____ fireman's outfit(s)
_____ spray nozzle(s)
_____ jet nozzle(s)/spray nozzle(s)
_____ fire buckets with lanyard(s)
_____ fire blanket(s)
_____ international shore connection(s)
_____ fireman's axe(s)
_____ fire main(s)
_____ foam applicator + 2 x 20L mobile foam(s)

Additional Particulars of Fire-Fighting Apparatus:

Item	Remarks

(3) radio communications equipment:

_____ very high frequency radio installation(s)
 _____ conformed automatic identification system(s)
 _____ citizen Band Transceiver(s)
 _____ single-side Band Radio(s) (with DSC and GPS)
 _____ VHF (Very High Frequency) radio(s) (with DSC and GPS)

Additional Radio Communications Equipment:

Item	Remarks

(4) navigational equipment:

_____ conformed radar

Additional Navigational Equipment:

Item	Remarks

1 Main Propulsion System

- (a) The vessel is fitted with propulsion system. [Yes / No]*
- (b) Number of propellers fitted in the vessel : _____
- (c) Number of water-jets fitted in the vessel : _____
- (d) Main Engine Information:

Manufacturer and Model	Serial Number	Location	Power Output (kW)	Rated Speed (RPM)	Type	Remarks
Total Power Output (kW)						

- (e) Gear Box Information: (if applicable)

Manufacturer and Model	Serial Number	Location	Remarks

(f) Electric Motor: (for diesel electric propulsion system)

Manufacturer and Model	Serial Number	Location	Power Output (kW)	Rated Speed (RPM)
Total Power Output (kW)				

2 Auxiliary Engine Information:

Manufacturer and Model	Serial Number	Power Output (kW)	Rated Speed (RPM)	Type	With Generator
Total Power Output (kW)					

3 Compressed air system is fitted onboard. [Yes / No]*

If Yes, Safety Valve of air receiver/cement tank information:

Item	Serial Number of Air Receiver / Cement Tank	Safety Valve Set Pressure (bar)	Remarks

4. The vessel is fitted with _____ lifting appliances/ derrick cranes. [Yes / No]*

Records of lifting appliances complies with the General Arrangement and [Yes / No / NA]*
the Register of Lifting Appliances and Lifting Gear

5. This vessel has _____ tonnes of permanent ballast onboard. [Yes / No]*

If Yes, Permanent Ballast information:

Item	Weight (tonnes)	Location		Material	Approved Record: Drawing / Document / Letter (if applicable)
		Frames (from) - (to)	Lateral Position		

6. Fuel Tank Capacity (m³) _____ in _____ no. of tanks.

7. LPG installation for domestic use is fitted onboard [Yes / No]*
(the capacity of LPG not exceed 50 kg).

8. Additional particulars of key installations:

Item	Remarks

The above survey declaration for the vessel is intended for the issue of Certificate of Survey and following certificate /document:-

- | | |
|---|--------------------|
| (1) Survey Record of Safety Equipment ※ | [Yes / No / NA]* |
| (2) Hong Kong Load Line Certificate / Freeboard Assignment Certificate | [Yes / No / NA]* |
| (3) Survey Record of Tonnage Measurement | [Yes / No / NA]* |
| (4) Survey Record of Inspection for Cement Tank / Air Receiver/ Material / Equipment Test | [Yes / No / NA]* |

Are following certificates/ document required for the operation of the vessel (if yes, relevant plans approval and information are to be processed):-

- | | |
|--|--------------------|
| (5) Exemption Certificate/ Permit for alternative material, fitting or equipment | [Yes / No / NA]* |
| (6) International Tonnage Certificate | [Yes / No / NA]* |
| (7) Minimum Safe Manning Document | [Yes / No / NA]* |
| (8) International Load Line Certificate | [Yes / No / NA]* |
| (9) International※ / Hong Kong Oil Pollution Prevention Certificate | [Yes / No / NA]* |
| (10) International※ / Hong Kong Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk | [Yes / No / NA]* |
| (11) International※ / Hong Kong Air Pollution Prevention Certificate | [Yes / No / NA]* |
| (12) Declaration of Fitness for the Carriage of Dangerous Goods ※ | [Yes / No / NA]* |
| (13) Register & Certification of Lifting Appliances and Lifting Gear ※ | [Yes / No / NA]* |
| (14) Other : _____ | |

Note: ※ Submission of Convention Certificates may be acceptable to MD

For the above required certificate(s), the survey work

- (i) for item(s) _____ are expected completion by(date) _____
- (ii) rest of item(s) _____ are expected completion by(date) _____
- (iii) completion date will be separately advised by Owner

Supplement information for the above:

Remarks: _____

I understand the approved plans and declare that the above surveys were conducted in accordance with the requirements of the Merchant Shipping (Local Vessels) Ordinance, Cap 548, its relevant regulations and MS (Prevention of Air Pollution) Regulation, codes and standards as required to my satisfaction. The survey confirms that the structure, equipment, system, fittings, arrangement, workmanship and material of the vessel and the condition thereof are in all respects satisfactory and that the vessel will in my judgment be sufficient until ⁽¹⁾

Supplement survey reports to be attached, if applicable. [Yes / No]*

Signature of AS / AO Representative / RA Representative * : _____

Name of AS / AO Representative / RA Representative * (in block letter) : _____

Name of AO / RA* : _____

Place of Survey : _____ Date of Completion : _____

Note⁽¹⁾: The valid date is normally not more than 12 months. In case of obvious deficiencies are found, the valid date (period from one to two months) is to be proposed by AS / AO / RA to be agreed with Marine Department in advance.

Remark: AS = Authorized Surveyor; AO = Authorized Organization; RA = Recognized Authority

Report of Initial Survey & Final Inspection

Comments on Conditions

Those survey items in this declaration report if classified/ coded as either “AW “or “N” are required to give details summary of comments in the table below.

Note: AW = Acceptable with deficiencies which would neither affect seaworthiness of the vessel nor the safety of person onboard. Owner /agent is required to monitor for further deterioration and required to take appropriate remedial action (see report attached)

 N = Not acceptable (see report attached)

Survey Part & Item No.	Nature of defect / deficiency	Comments, including remedial action and evidence of rectification required before issue of Certificate

Continued on separate sheet if necessary with page numbering.

Signature of AS / AO Representative / RA Representative * : _____

Name of AS / AO Representative / RA Representative * (in block letter) : _____

Name of AO / RA* : _____ Date : _____

Follow-up Inspection of Remedial Items (if applicable)

Survey Part & Item No.	Nature of defect / deficiency	Comments, including remedial action and evidence of rectification required before issue of Certificate

Continued on separate sheet if necessary with page numbering.

Signature of AS / AO Representative / RA Representative * : _____

Name of AS / AO Representative / RA Representative * (in block letter) : _____

Name of AO / RA* : _____ Date : _____

Note: AS = Authorized Surveyor; AO = Authorized Organization; RA = Recognized Authority

Personal Data Collection Statement

In accordance with the Personal Data (Privacy) Ordinance (Cap. 486), data subjects have a right to request access to and correction of their personal data provided in the application form. For access to or correction of personal data in the application form, please contact the Officer-in-charge, Local Vessels Safety Section of the Marine Department.