



**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)  
(Plan Approval)**

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

**1. Submission of Plans and Data**

- Plans and data should be submitted according to the relevant item number given in tables of Chapter II of "Code of Practice – Safety Standards for Class II Vessels" for the construction of new vessel and alteration of existing vessel.
- For a vessel classed with a classification society, plans and data as marked with "AO" should be submitted to the relevant authorized organization for approval.
- Additional plans and data will be required when deemed necessary.

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

**2. Plans and Data required to be submitted [ CoP Class II, Chapter II, Sec 5 refers]**

No.	VESSEL CATEGORY		A	B (L≥8m)	B (L<8m)	Comments on Approval (see details below #)
	PLANS AND DATA					
(A)	GENERAL ARRANGEMENTS, ACCOMMODATION LAYOUTS, PASSENGER SPACE, SEATING ARRANGEMENTS, NUMBER OF PASSENGERS AND ESCAPE ROUTES					
(1)	General Arrangement <sup>(*8)</sup>		✓	✓ <sup>(*1)</sup>	✓	
(2)	Passenger Space (shelter)/Seating Arrangement (Ch. V refers)(passenger carrying vessel only)		✓			
(3)	Passengers and Crew Accommodation Requirements (incl. handrail, seats, etc.) (Ch. V refers) (passenger carrying vessel only)		✓			
(B)	SAFETY EQUIPMENT INCLUDING LIFE-SAVING APPLIANCES, FIRE-FIGHTING APPARATUS, LIGHTS, SHAPES AND SOUND SIGNALS ; EMERGENCY CONTROLS, STRUCTURAL FIRE PROTECTION					
(1)	Safety Plan showing arrangement of -		✓	✓ <sup>(*1)</sup>	✓	
	(a) life saving appliances,					
	(b) fire fighting apparatus		✓	✓ <sup>(*1)</sup>	✓	
	(c) structural fire protection arrangement		✓			
	(d) light and sound signals		✓	✓ <sup>(*1)</sup>	✓	
	(e) means of escape, escape installation and arrangement, etc. (passenger carrying vessel only)		✓			
(2)	Structural Fire Protection Arrangement		✓			

No.	VESSEL CATEGORY		A	B (L≥8m)	B (L<8m)	Comments on Approval (see details below #)
	PLANS AND DATA					
(C)	STABILITY, FREEBOARD CALCULATIONS, ARRANGEMENTS RELATING TO WATERTIGHTNESS, WEATHERTIGHTNESS, BULKHEADS, HATCHWAYS, COAMINGS, SIDE SCUTTLES, AIR VENTS, FREEING PORTS, SCUPPERS, INLETS AND DISCHARGES					
(1)	Lines Plan and Offsets Table (for record)	✓	✓ (*2)			
(2)	Hydrostatic Curves	✓	✓ (*2)			
(3)	Cross Curves of Stability	✓	✓ (*2)			
(4)	Preliminary Intact Stability Information (for oil carrier, noxious liquid substance carrier)	✓				
(5)	Estimated Damage Stability Information (Ch. IV/2 refers) (for oil carrier, noxious liquid substance carrier)	✓				
(6)	Inclining Experiment Report / Lightweight Survey Report (Ch. IV/4 refers)	✓	✓ (*3)			
(7)	Simple Inclining Test Report			✓		
(8)	Stability Information Booklet (after inclining experiment)	✓	✓ (*3)			
(9)	Damage Stability Calculation (after inclining experiment) (Ch. IV/2 refers)	✓				
(10)	Draft Marks	✓				
(11)	Load Line freeboard calculation and conditions of assignment	✓				
(12)	Arrangements relating to Watertightness, Weathertightness, Bulkheads, Hatchways, Coamings, Side Scuttles, Air Vents, Freeing Ports, Scuppers, Inlets and Discharges, etc.	✓	✓ (*2)			
(D)	TONNAGE MEASUREMENTS AND CALCULATIONS					
(1)	Tonnage Measurement and Calculation (*4) (for Hong Kong registered vessel)	✓				
(E)	STRUCTURES AND SCANTLINGS					
(1)	Midship Sections	✓	✓ (*2)			
(2)	Scantling Calculation	✓	✓ (*2)			
(3)	Profile, Decks and Bulkheads (incl. Hull and Superstructure decks)	✓	✓ (*2)	✓		
(4)	Shell Expansion	✓	✓ (*2)			
(5)	Rudder/Kort Nozzle, Rudder Stock, Skeg and Sole Piece	✓	✓ (*2)			
(6)	Mooring Arrangement and Equipment Number Calculation (for oil carrier , DG carriers and L>75m dumb steel lighters)	✓				

No.	VESSEL CATEGORY		A	B (L≥8m)	B (L<8m)	Comments on Approval (see details below #)
	PLANS AND DATA					
(F)	FUEL, MACHINERY, SHAFTING					
(1)	Engine Room Arrangement	✓	✓			
(2)	Pump Room Arrangement (for oil carrier)	✓				
(3)	Propeller Shafting, Stern Tube and Coupling	✓	✓	✓		
(4)	Main Engine and Gear Box Certificates <sup>(*5)</sup>	✓				
(5)	Aux. Diesel Engine Certificates <sup>(*5)</sup>	✓				
(6)	Fuel Oil System (incl. tanks, piping)	✓	✓			
(7)	Fire-fighting Piping Arrangement (incl. fire main, fixed fire extinguishing system,etc)	✓	✓			
(8)	Bilge Pumping Arrangement	✓	✓			
(9)	Compressed Air Piping System (for pressure ≥ 10 bar)	✓	✓			
(10)	Air Receiver (Ch. IIIA/15 refers)	✓	✓			
(11)	Steering Gear Hydraulic Piping System	✓	✓			
(12)	Fresh Water System (incl. tank construction, piping) (for water boat)	✓				
(13)	Cargo Tank Venting System (for oil carrier)	✓				
(14)	Filling, Sounding and Air Vent System	✓	✓ <sup>(*6)</sup>			
(G)	ELECTRICAL SYSTEMS (including Emergency Power System)					
(1)	Electrical System Line diagram	✓	✓ <sup>(*7)</sup>	✓		
(2)	Wiring Diagram of Main Switchboard	✓	✓ <sup>(*7)</sup>			
(3)	Layout of Main Switchboard	✓	✓ <sup>(*7)</sup>			
(4)	Electrical Arrangement	✓	✓ <sup>(*7)</sup>			
(5)	Wiring Diagram of Distribution Boxes	✓	✓ <sup>(*7)</sup>			
(H)	PREVENTION AND CONTROL OF POLLUTION					
(1)	Prevention of Oil Pollution Installation (Ch. IIIA/19.2 refers)	MD/AO	MD/AO			
(2)	Prevention of Air Pollution Installation (Annex I-10 refers)	MD/AO	MD/AO			
(I)	NAVIGATIONAL AND COMMUNICATION EQUIPMENT					
(1)	Radio Communication equipment and arrangement	✓				
(2)	Navigational equipment and arrangement	✓				
(3)	Visibility Calculation (for oil carriers)	✓				

No.	VESSEL CATEGORY	A	B (L≥8m)	B (L<8m)	Comments on Approval (see details below #)
	PLANS AND DATA				
(J)	MEASURES AGAINST POTENTIAL HAZARDS TO THE SAFETY OF THE VESSEL AND ANY PERSON OR PROPERTY ON BOARD THE VESSEL				
(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 refers)	✓	✓		
(3)	Additional Items for DG or NLS Carrier (Ch.VI refers)	✓	✓		
(4)	Domestic LPG Installation (Annex U-1 refers)	✓	✓		
(K)	LIFTING APPLIANCES (including derrick cranes, extensible jib cranes and fixed-jib crane etc.)				
(1)	Strength calculations for the stress members <sup>(*9)</sup>	Competent Examiner <sup>(*10)(*11)</sup>			
(2)	Rigging diagrams				
(3)	As fitted drawings				

[Initial of Surveyor]

#### # Comments on approval

(1) Each of the approved plans or not approved plans in this declaration report must be classified / coded as indicated below:

- A = Approved
- AW = Approved with Comments ( see report attached)
- N = Not Approved with comments and required re-submission ( see report attached)
- NA = Not Required for Approval / For Record Purposes

(2) Those items marked “MD” would be delegated to AS/AO/RA in accordance with the various stages / phases of delegation of survey programme as promulgated.

#### \* Notes

- \*1 Applicable to the following Category B vessels: dumb lighter, hopper barge, water boat, flat top work barge, landing pontoon, stationary vessel.
- \*2 Applicable to dumb lighter and hopper barge.
- \*3 For any dumb lighter required to be submitted with heavy lifting stability calculations and hopper barge.
- \*4 International Tonnage Certificate issued by an administration (or classification society on her behalf) may be acceptable to Marine Department.
- \*5 For 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.
- \*6 Applicable to vessels of other than wooden construction.
- \*7 Applicable to the following Category B vessels fitted with A.C. generator: dumb lighter, other barge, landing pontoon, stationary vessel, but not applicable to vessels of wooden construction.
- \*8 Amended plan to be submitted should there be any change from the arrangement of vessel shown on the original General Arrangement Plan.
- \*9 Recognised manufacturer’s loading tables indicated essential information are acceptable instead of detailed strength calculations.
- \*10 The competent examiner shall ascertain that the structures of the vessel can withstand the loadings of the derrick crane operation at all times and it complies with the licensing conditions of the vessel.
- \*11 The document/drawing shall be certified by a competent examiner. One copy of the certified document shall be submitted to Marine Department for record.

### **3. Plans to be retained onboard**

- < 1. Every Class II vessel should be provided onboard one copy of the plan(s) at least with the following information indicated thereon :
- (a) general arrangement of vessel with seating arrangement and escape routes if passengers are carried;
  - (b) types and dispositions of life saving appliance, fire fighting apparatus, navigation lights, sound signals and radio communication equipment (if fitted).
2. For every Class II vessel which has been modified or altered in a way that would change the escape routes or disposition of life saving appliance or fire-fighting apparatus, all plans, and documentation carried or displayed on board shall be modified to reflect those changes and approved by the relevant authority, person or organization.
3. Stability/ loading & unloading information where applicable should be provided on board.
4. An emergency drill shall be practiced by crew members at least once every two months. Record of emergency drills are to be kept onboard for at least one year for inspection by a Marine Department officer.>

### **4. The above approved plans for the vessel is intended for survey 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 or 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 (Initial only)  | [ 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<br>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 ] |
| (15) Other: _____   |                   |

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

Remarks \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I declare that the above approved plans were conducted in accordance with the applicable requirements of the Merchant Shipping ( Local Vessels) Ordinance, Cap 548, its relevant regulations and MS (Prevention of Air Pollution) Regulation and, codes and standards as required to my satisfaction. The approval confirms that the structure, equipment, system, fittings, arrangement and material of the vessel and the condition thereof are in all respects satisfactory for the class and type of the vessel intended for its operational purpose.

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

Signature of Authorized Surveyor / Authorized Organization (AO) Representative  
/ Recognized Authority (RA) Representative \*: \_\_\_\_\_

Name of Authorized Surveyor / AO Representative /  
RA Representative\* (in block letter): \_\_\_\_\_

Name of AO / RA\*: \_\_\_\_\_

Date : \_\_\_\_\_

## **Report and Comments on Plan Approval**

Those submitted plans 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 = Approved with comments and revision as commented.

N = Not approved with comments and required re-submission.

Plan Item No.	Drawing Title	Nature of defects/deficiency	Comments on Approval

*Continued on separate sheet if necessary with page numbering*

Signature of Authorized Surveyor / Authorized Organization (AO) Representative

/ Recognized Authority (RA) Representative \*: \_\_\_\_\_

Name of Authorized Surveyor / AO Representative /

RA Representative\* (in block letter): \_\_\_\_\_

Name of AO / RA\*: \_\_\_\_\_ Date: \_\_\_\_\_

### **Re-submission Plan/Data (if applicable)**

Plan Item No.	Drawing Title	Comments on Re-submission Plan/Data	Date

*Continued on separate sheet if necessary with page numbering*

Signature of Authorized Surveyor / Authorized Organization (AO) Representative

/ Recognized Authority (RA) Representative \*: \_\_\_\_\_

Name of Authorized Surveyor / AO Representative /

RA Representative\* (in block letter): \_\_\_\_\_

Name of AO / RA\*: \_\_\_\_\_ Date: \_\_\_\_\_

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### **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.