

## ANNEX

**GUIDELINES FOR THE SURVEY OF REPAIRS**

1 Where repairs of hull, machinery or equipment are to be carried out, which may affect the validity of statutory certificates, such repairs should be authorized by the Administration or a classification society acting on its behalf. Where emergency repairs are necessary, the repairs should be documented in the ship's log and submitted thereafter to the Administration or the classification society acting on its behalf for use in determining further survey requirements.

2 Prior to commencement of hull repairs, a meeting between the shipowner's representative, the class surveyor and other relevant parties, as applicable, should be held to discuss and confirm the following:

- .1 It is the owner's responsibility to ensure continued effectiveness of the structure, including the longitudinal strength and the watertight/weathertight integrity of the vessel.
- .2 Extent of intended repairs. All repairs should be based on the recommendations and/or concurrence of the Administration or the classification society acting on its behalf.
- .3 Availability of pertinent drawings.
- .4 Verification of new materials regarding certification, grade and scantlings. Verified mill sheets should remain on board and be provided to the attending surveyor examining the completed repairs.
- .5 Verification of welding consumables regarding certification and suitability for the materials involved. Check on availability of drying ovens, holding containers, etc.
- .6 Verification of the qualification of welders and supervisory personnel. Qualification records should remain on board and be provided to the attending surveyor examining the completed repairs.
- .7 Review of intended extent of repair.
- .8 Review of the intended provisions to facilitate sound weldments, i.e. cleaning, preheating (if applicable) adherence to welding sequence principles.
- .9 Application of repair coating.
- .10 Review of intended working conditions, i.e. staging, lighting, ventilation, etc.
- .11 Review of intended supervision and quality control.
- .12 Completed repairs should be examined and tested as required to the satisfaction of the attending surveyor.

- 3 All details and results of the above meetings should be documented.
  - 4 Any contemplated repairs to primary hull structures, i.e. main longitudinal and transverse members and their attachments, should be submitted to the Administration or the classification society acting on its behalf, for review prior to commencing the repairs.
  - 5 Any repairs to primary hull structures should require attendance by a surveyor at regular intervals to confirm fit-up, alignment, general workmanship and compliance with recommendations. Riding repairs to primary hull structures should not be permitted except in extreme circumstances.
  - 6 Non-destructive testing of completed repairs to primary structure should be carried out to the attending surveyor's satisfaction.
  - 7 Riding repairs to other hull structural parts may be accepted based on examination upon completion of repairs.
  - 8 No hull repairs should be accepted unless:
    - .1 the initial meeting has been carried out and conditions found satisfactory; and
    - .2 a final satisfactory examination upon completion is carried out.
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