

# REPUBLIC OF THE MARSHALL ISLANDS

**Marine Notice** 

No. 5-034-3

# OFFICE OF THE MARITIME ADMINISTRATOR

**Rev. 8/06** 

TO: ALL SHIPOWNERS, OPERATORS, MASTERS AND OFFICERS OF MERCHANT SHIPS, AND RECOGNIZED ORGANIZATIONS

SUBJECT: Operational/Safety Checklist for SOLAS 74/78 Requirements.

References: (a) Marshall Islands Marine Notice 5-034-1 and Form MSD 338

(b) SOLAS 2004, Consolidated Edition, As Amended through Resolution MSC.154(78)

(c) International Life-Saving Appliances (LSA Code)

(d) International Code for Fire Safety Systems (FSS Code)

#### **PURPOSE:**

This Notice provides a reproducible copy of this Operational/Safety Checklist in the MI-300 to facilitate the inspection of safety equipment as required by the 1974 SOLAS Convention, Chapter III, Regulation 20.6 and 20.7 and other parts of SOLAS. The Administration strongly recommends the use of this format or a company sponsored planned maintenance system. This Notice supersedes Rev. 7/02.

## **APPLICABILITY:**

This Notice applies to Masters as it is their responsibility to ensure that all safety equipment, including lifesaving and firefighting gear, is always in good condition and available for immediate use. Masters should also be aware that port State control inspections are focusing greater attention to the condition of lifesaving and firefighting equipment, based on the fact that these areas continue to generate the greatest number of deficiencies on the average for all vessels inspected by port State authorities.

## **REQUIREMENTS:**

#### 1.0 Master's Responsibility

Immediately upon assuming command and in accordance with Maritime Regulation 7.41(9), the Master should appoint one of his officers as the designated safety officer to make the weekly and monthly checks of equipment as required by SOLAS. If used, the form is to be signed by the designated safety officer and reviewed by the Master at the end of each month.

## 2.0 Record Retention and Availability

2.1 The signed copy should be retained in the Master/safety officer's file and should be made available to our nautical inspector when he boards the vessel to inspect. The Master can also

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show this report to any port State inspector or official that may visit his vessel as evidence of maintenance of equipment.

2.2 The master should send the original to the owner/operator at convenient intervals to assure shore side management that all of the equipment is being maintained in serviceable condition and no delays should be expected due to port State intervention with respect to any of these items.

## 3.0 <u>Corrective Action</u>

Should corrective action require company assistance, such as furnishing spare parts, new equipment or arranging shoreside labor, the master should immediately requisition an order to maintain operational readiness at all times and to avoid being cited for any deficiencies. We are fully confident that owners will respond to and cooperate with the master by taking immediate corrective action.

# 4.0 Benefits

- 4.1 If each master adopts a positive attitude and insists that his designated safety officer conduct these examinations in an effective manner, all equipment can be maintained defect-free and the master, with complete confidence, can welcome inspection of this equipment by any inspection body.
- 4.2 The master may also find the checklist to be valuable reference material for utilization during general safety meetings held with the officers and crew.

## 5.0 Log Book Entry

The date of these inspections shall be entered into the Log Book as required by SOLAS.

## 6.0 General

- A rope ladder or other approved device should be provided as an embarkation means for life rafts required by SOLAS Regulation III/31.1.4.
- 6.2 Safety equipment that is marked with a date of manufacture rather than an expiry date should be renewed four years after the date of manufacture.
- 6.3 MSC Circular 1047 (Annex II) contains guidelines for the monthly inspection of immersion suits and anti-exposure suits. It is recommended that these guidelines be used in the absence of inspection guidelines by the equipment manufacturer.

The Operational/Safety Checklist form (MSD 338) is available for downloading from our website www.register-iri.com.

## **ANNEX I**

# OPERATIONAL/SAFETY CHECKLIST SOLAS 74/78

				MONT	H OF:		
	(APPLICABLE TO ALL VES	SHIP MAINTENANCE 1 – SAFETY MANAGE SELS WITH A VALID SAFETY M	MENT S		CATE)		
Sh	ip's Name:				O.N	T.:	
Op	erator/Agent:						
Ma	ster:	Safe	ty Officer:				
		DATE OF REFERENCED AUDIT(S):					
	ITEM	SOLAS 74/78 REFERENCE	Check Box √				
1.	Valid Safety Management Certificate on board	Chapter IX, Annex I Regulation 6.2					
2.	Evidence of a Safety Management System on board	Chapter IX, Annex I Regulation 5.0					
3.	Evidence of internal audits being conducted	Chapter IX, Annex I Regulation 5.0					
4.	Deficiencies and non-conformities reported to DPA, RO and Administration	Chapter IX, Annex I Regulation 5.0					
5.	Evidence of Company assisting in correcting deficiencies	Chapter IX, Annex I Regulation 5.0					
6.	Master aware of his responsibilities under the ISM Code	Chapter IX, Annex I Regulation 5.0					
	CHECK LIST 2 – PRIMAR	RY LIFESAVING EQUI	PMENT/S	SURVIV	AL CRA	FT	
		WEEKLY DATE OF EXAMS:					
	ITEM	SOLAS/LSA CODE REFERENCES	Check Box √				
1.	Operational Readiness	III / 20.6					
2.	Survival Craft	III / 10-17 LSA Code Chapter IV					
	<ul> <li>Required Type &amp; Number Per Certificate</li> <li>Embarkation Area, Lighting, No Obstructions</li> <li>Davits/Launching Gear</li> <li>Instructions Posted</li> </ul>	III / 20, 23-24 or III / 28, 31, LSA 4.1.6					
3.	Lifeboats	LSA 4.4 – 4.9					
	- Condition - Required Equipment	LSA 4.4.8					
4.	Liferafts	LSA 4.1 – 4.3					
	<ul> <li>Condition</li> <li>Stowage/Launching Gear</li> <li>Required Equipment</li> </ul>	III / 24 LSA 4.1.5					
5.	Rescue boats	LSA 5.1					
	- Condition	III / 14 & 17					

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6. Communication	III/6				П	
<ul> <li>VHF Radiotelephone</li> </ul>	III / 6.2 & IV					
- EPIRB/Batteries	or					
<ul><li>Radar Transponder</li><li>Location/Mounting</li></ul>	III / 6.2.2					
7. Visual Signals	III / 6.3 & LSA 3.1					
8. Emergency Alarms	III / 6.4 & LSA 7.2					
9. Line-Throwing Apparatus	III / 18 & LSA 7.1					
10. Training/Drills	III / 12, 30 & 35					
11. Maintenance/Instructions	III / 36					
12. Muster List & Emergency Instructions	III / 37					
CHECK LIST 3 – PERSON	NAL LIFESAVING EQUI	PMENT	SURVIV	AL CRA	AFT	
	MONTHLY DATE OF EXAMS:					
ITEM	SOLAS 74/78 REFERENCE	Check Box √				
1. Operational Readiness	III / 20.7					
2. Lifebuoys	III /Regulation 7.1					
<ul> <li>Required Number</li> <li>Locations</li> <li>Condition</li> <li>Markings/Reflective Material</li> <li>Quick Release</li> <li>Lights/Smoke</li> <li>Lifelines</li> </ul>	III / 22.1 or 32.1 LSA 2.1					
3. Lifejackets	Chapter III/Regulation 7.2					
<ul><li>Required Number</li><li>Locations</li><li>Condition</li></ul>	III / 22.2 or 32.2 LSA 2.2					
<ul> <li>Markings/Reflective Material</li> <li>Lights/Whistles</li> </ul>	L3A 2.2					
4. Immersion Suits	III / 7.3					
<ul> <li>Required Number</li> <li>Locations</li> <li>Condition (See attached Annex II)</li> </ul>	III / 22.3 or 32.3 LSA 2.3					
CHECK LI	ST 4 – FIREFIGHTING I	EQUIPM	ENT			
	DATE OF MONTHLY EXAMS OR WEEKLY DRILLS:					
ITEM	SOLAS 74/78 REFERENCE	Check Box √				
Ready Availability	II / 14.2.1.2					
Operation of Dampers, Vents, Fans & Remote Control	II / (various)					
3. Firemain Integrity (weekly)	II-2 / 10.2					
<ul><li>Pumps (Operations)</li><li>Stations (Fully Outfitted)</li></ul>	II-2/ 10.2					

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4.							
***	Fixed Extinguishing Systems	II-2 / 10.4-10.9					
	- Carbon Dioxide/Halon (Proof of Biennial Servicing & Annual Inspection)	II-2 / 10.4-10.9					
2	- Foam (Proof of Periodic Sample Testing)	W 2 / 1 2 2					
5.	Portable Extinguishers	II-2 / 10.3					
	- Number - Location	II-2 / 10.3					
6.	Fire Detection Systems	II-2 / (various)					
	- Operational - Alarms	II-2 / (various)					
7.	Fire Fighters Outfits	II-2 / 10.10					
	- Required Number - Complete	II-2 / 10.10					
8.	Fire Control Plans	II-2 / 15.2.4					
9.	International Shore Connection	II-2 / 10.2.1.7					
10.	Vertical Fire Zone Boundaries	II-2 / (various)					
	- Intact - Fire Doors	II-2 / (various)					
11.	General Fire Prevention	II-2 / 2					
	<ul> <li>Housekeeping/Stowage/Flammable Store</li> <li>Instructions Posted</li> </ul>	II-2 / 2	B				
		MONTHLY DATE OF EXAMS:					
			_				
	ITEM	SOLAS 74/78 REFERENCE	Check Box √	Check Box √	Check Box √	Check Box √	Check Box √
1	ITEM Navigation Equipment	SOLAS 74/78	11	200000000		3555-000	162,000,000
L	ECCEPTORINE	SOLAS 74/78 REFERENCE	Box √	Box √	Box √	Box √	Box √
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF,	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20	Box √	Box √	Box √	Box √	Box √
200	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20	Box √	Box √	Box √	Box √	Box √
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20 V / 27 & 28	Box √	Box √	Box √	Box √	Box √
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20 V / 27 & 28 V / 23	Box √	Box √	Box √	Box √	Box √
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements  CHECK LIST 6 -	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20 V / 27 & 28 V / 23 POLLUTION PREVENT MARPOL 73/78	Box √  □  □  □  □  □  Check	Box √  □ □ □ □ □ □ UIPME Check	Box √  □ □ □ □  NT  Check	Box √	Box √ □ □ □ □ Check
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements  CHECK LIST 6 –  ITEM	SOLAS 74/78	Box √  □  □  □  □  □  Check Box √	Box √  □  □  □  □  UIPME  Check Box √	Box √  □  □  NT  Check Box √	Box √  □  □  □  Check Box √	Box √  □  □  □  Check Box √
3.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements  CHECK LIST 6 -  ITEM  Oil Record Book(s) on Board  - Complete	SOLAS 74/78	Box √  □  □  □  □  Check Box √  □  □  □  □  □  □  □  □  □  □  □  □  □	Box √  □  □  □  UIPME  Check Box √  □	Box √  □  □  NT  Check Box √	Box √  □  □  Check Box √	Box √  □  □  Check Box √
1.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements  CHECK LIST 6 -  ITEM  Oil Record Book(s) on Board  - Complete - Up-to-date	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20 V / 27 & 28  V / 23  POLLUTION PREVENT  MARPOL 73/78 REFERENCE Annex I / Reg. 20 and/or Annex II / Reg. 9  Annex I / Reg. 9	Box √  □  □  □  □  TION EQ  Check Box √  □	Box V	Box V	Box √  □  □  □  Check Box √	Box √  □  □  Check Box √
2.	Navigation Equipment  - Operational Radar, ARPA, Gyro, RDF, Echo Depth sounder, VDR, etc.  Charts, Notices to Mariners, Publications Up-to-date, Log Books  Pilot Transfer Arrangements  CHECK LIST 6 -  ITEM  Oil Record Book(s) on Board  - Complete - Up-to-date  Discharge Monitoring Equipment	SOLAS 74/78 REFERENCE V / 16, 19.2 & 20 V / 16, 19.2 & 20 V / 27 & 28  V / 23  POLLUTION PREVENT  MARPOL 73/78 REFERENCE Annex I / Reg. 20 and/or Annex II / Reg. 9  Annex I / Reg. 20 and/or Annex II / Reg. 9  Annex I / Reg. 9  Annex I / Reg. 5	Box √  □  □  □  Check Box √  □  □  □  □  □  □  □  □  □  □  □  □  □	Box √  □  □  □  UIPME  Check Box √  □  □	Box V	Box √  □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Box √  Check Box √  □

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REMARKS:	
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CORRECTIVE ACTION NEEDED:	
-	
SIGNED: (Master)	(Ship Safety Officer)
DATE:	(omp saidly Officer)

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#### **ANNEX II**

## GUIDELINES FOR MONTHLY SHIPBOARD INSPECTION OF IMMERSION SUITS AND ANTI-EXPOSURE SUITS BY SHIPS' CREWS

When carrying out the inspection of immersion suits and anti-exposure suits required by SOLAS regulation III/20.7, the following procedure is recommended.

- 1 Check closures on storage bag as well as general condition of bag for ease of removal of suit. Ensure donning instructions are legible. Confirm that suit is the type and size identified on the bag.
- 2 Lay the suit on a clean, flat surface. Make sure the suit is dry inside and out. Visually check for damage. Rips, tears or punctures should be repaired in accordance with manufacturer's instructions by a suitable repair station\*.
- 3 Check the zipper by sliding it up and down to check for ease of operation. Using lubricant recommended by the manufacturer, lubricate the front and back of the zipper and the slide fastener. If the zipper is not functional, the suit should be removed from service and discarded or returned to the manufacturer or a suitable repair station.
- If fitted, check inflatable head support and/or buoyancy ring for damage and ensure that it is properly attached. Check inflation hose(s) for deterioration. At least quarterly, the head support/buoyancy ring should be inflated and tested for leaks (this test does not apply to integral inflatable lifejackets). Leaks should be repaired in accordance with manufacturers' instructions by a suitable repair station.
- 5 Check retro reflective tape for condition and adhesion. Replace if necessary.
- 6 If fitted, check whistle and expiration date of light and battery.
- 7 Replace suits in the bag with zippers fully opened.
- 8 The opportunity should be taken at such monthly inspections for the crew to practice donning the immersion suits or anti-exposure suits.

<sup>\*</sup> A "suitable repair station" is one authorized by the suit manufacturer and/or acceptable to the Administration.