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|  <p>THE GOVERNMENT OF THE GRAND DUCHY OF LUXEMBOURG Ministry of the Economy</p> <p>Maritime Administration</p> | | <p>INSPECTION REPORT</p> <p>COMMERCIAL CRUISE SHIP ABOVE 24 Mts / BELOW 500 GT and CARRYING UP TO 12 PASSENGERS</p> <p>Revision 02/2015</p> | |
| 19-21, Boulevard Royal , L – 2449 Luxembourg , Tél.: + 352 24784453 , email: cam@cam.etat.lu , URL : www.maritime.lu | | | |
| 1.01 | Ship Name: | Call Sign: | |
| 1.02 | IMO No (if > 100GT): | | |
| 1.03 | Is the IMO No marked (if >300GT) clearly? | | |
| 1.04 | Certificate of Registry No | Valid until: | |
| 1.05 | Minimum Safe Manning Doc. No | Issued on: | |
| 1.06 | Maximum No of persons onboard mentioned in the stability book: | | |
| 1.07 | Maximum No of persons onboard according to the Safety Equipment available: | | |
| 1.08 | Inspection Company: | | |
| 1.09 | Inspector's Name: | Inspector's Phone / Fax No: | |
| 1.10 | Date of inspection: | Date of last inspection: | |
| 1.11 | Place of inspection: | Place of last inspection: | |
| 1.12 | Ship Details: | | |
| 1.13 | Type: | L _{FB} (m): | |
| 1.14 | Navigation Area (Minimum Safe Manning Document): | | |
| 1.15 | Navigation Area (Class Certificate): | | |
| 1.16 | Navigation Area (Certificate of Registry): | | |
| 1.17 | Tonnage 69: | Net Tonnage: | |
| 1.18 | Year of Build: | | |
| 1.20 | Sailing plan: | | |
| 1.21 | Hull material: | | |
| 1.22 | Engine power (kW) | | |
| 1.23 | Classification Society: | Class Reg NR: | |
| 1.24 | Preliminary / Initial survey report of Conformity with technical rules available (survey-date) ? | | |
| 1.25 | Classification Certificate valid until: | | |
| 1.26 | Class observations and restrictions: | | |
| 1.27 | Master: | | |
| 1.28 | Type of inspection: | | |
| 1.29 | Inspector's general remarks: | | |

| 2.0 | CERTIFICATES and DOCUMENTS | |
|------|--|---------|
| | Inspection Item | Remarks |
| 2.01 | SOLAS Consolidated Edition | |
| 2.02 | COLREG | |
| 2.03 | Class-Approved Plan of Navigation and Not Under Command (NUC) Lights conform to COLREG available? | |
| 2.04 | Insurance Certificates (P&I) suitable for navigation area (compare with logbook entries)? | |
| 2.05 | LOAD LINE Convention | |
| 2.06 | International Load Line Certificate | |
| 2.07 | International Load Line Exemption Certificate - <i>LL Convention, Article 6; 1988 LL Protocol, Article 16</i> | |
| 2.08 | Intact stability booklet - <i>SOLAS 1974 as amended, regulations II-1/B-1/5 and II-1/25-8; 1988 LL Protocol, regulation 10</i> | |
| 2.09 | Initial Freebord Report | |
| 2.10 | Luxembourg Maritime Legislation | |
| 2.11 | International Code of Signals | |
| 2.12 | Nautical Publications | |
| 2.13 | MARPOL 73/78 | |
| 2.14 | Garbage Management Plan (if > 100GT or >15 persons onboard) - <i>MARPOL 73/78, Annex V, regulation 9</i> | |
| 2.15 | Garbage Record Book (if > 400GT or >15 persons onboard) - <i>MARPOL 73/78, Annex V, regulation 9</i> | |
| 2.16 | International Sewage Pollution Prevention Certificate (if > 400GT or >15 persons) - <i>MARPOL 73/78, Annex IV, regulation 5</i> | |
| 2.17 | Result of calculation of moderate rate of discharge in accordance with <i>MEPC.157(55)</i> | |
| 2.18 | International Oil Pollution Prevention Certificate (if > 400GT) - <i>MARPOL 73/78, Annex I, regulation 7.1</i> | |

| CERTIFICATES and DOCUMENTS | | |
|----------------------------|---|---------|
| | Inspection Item | Remarks |
| 2.19 | Oil Record Book (if > 400GT) - MARPOL 73/78, Annex I, regulation 17.1,reg 36.1 | |
| 2.20 | Shipboard Oil Pollution Emergency Plan (if > 400GT) - MARPOL 73/78, Annex I, regulation 37 | |
| 2.21 | International Antifouling System Certificate (if > 400GT)- AFS Conv Annex 4, MEPC.102(48); | |
| 2.22 | International Antifouling Declaration (if > 24m and < 400GT) AFS Conv Annex 4 | |
| 2.23 | International Air Pollution Prevention Certificate (if > 400GT) MARPOL 73/78, Annex VI, Reg 6) | |
| 2.24 | Engine International Air Pollution Prevention Certificate (if > 130kw Diesel) - MARPOL 73/78, Annex VI | |
| 2.25 | Technical File Engine - MARPOL 73/78, Annex VI | |
| 2.26 | Fuel Oil Changeover Procedure and Log-Book | |
| 2.27 | Bunker Delivery Note and Representative Sample | |
| 2.28 | List of equipment containing Ozone Depleting Substances. Ozone Depleting Substances Record Book. (if ship is equipped with rechargeable system that contain ozone-depleting substances) | |
| 2.29 | International Energy Efficiency Certificate issued on : | |
| 2.30 | Ship Energy Efficiency Management Plan (SEEMP) | |
| 2.31 | International Tonnage Certificate (1969) Art.7 ITC | |
| 2.32 | Maritime Labour Convention | |
| 2.33 | MLC Certificate | |
| 2.34 | MLC Exemption Certificate | |
| 2.35 | MLC DMLC I endorsed: | |
| 2.36 | MLC DMLC II approved: | |

| CERTIFICATES and DOCUMENTS | | |
|----------------------------|--|---------|
| | Inspection Item | Remarks |
| 2.37 | MLC shipboard inspection report | |
| 2.38 | Radio Station Licence (ILR) | |
| 2.39 | Cargo Ship Safety Radio Certificate (if >300 GT) - <i>SOLAS 1974 as amended, regulation I/12, as amended by the GMDSS amendments; or exemption</i> | |
| 2.40 | Record of Equipment for the Cargo Ship Safety Radio Certificate (Form R) | |
| 2.41 | Bridge Navigational Watch System Exemption Certificate | |
| 2.42 | Voyage Data Recorder Exemption Certificate | |
| 2.43 | Logbook available ? | |
| 2.44 | For vessels > 300 GT is there an engine room logbook available? | |
| 2.45 | Is the Logbook daily signed by the Master ? | |
| 2.46 | Is an updated crew-list available ? | |
| 2.47 | Does the ship's logbook include records concerning the familiarization of the crew? | |
| 2.48 | Are the Masters standing orders available and signed by the crew? | |
| 2.49 | Is an updated passenger list available ? | |
| 2.50 | Does the ship's logbook include records concerning the familiarization of the passengers? | |
| 2.51 | Are the minimum on board trainings, fire, man-over-board and abandon-ship drills carried out at once every 3 months and recorded in the logbook ? | |
| 2.52 | Does a file exist with the record of exemptions mentioned necessary in the preliminary survey report and agreed by Flag State? | |
| 2.53 | Is the list available where all navigation, radio, LSA and fire fighting equipment is listed including the maker, the model, the type of certification (wheelmark and/or CE), maintenance and allocation ? | |
| 2.54 | Class-Approved Fire and Safety Plan displayed? | |

| | CERTIFICATES and DOCUMENTS | |
|------|--|----------------|
| | Inspection Item | Remarks |
| 2.55 | Muster List | |
| 2.56 | Are all flag state inspection reports and port state control reports (if applicable) available on board together with the documented clearance of eventual deficiencies? | |
| 2.57 | Other observations: | |

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|---|--|---------------------------------------|-----------|-----------|-------------------------------------|-------------------------------|--|
| 3.0 | RADIO EQUIPMENT | | | | | | |
| Inspection Item | | | | | | Remarks | |
| GMDSS equipment requirements (including duplication of equipment) in force - SOLAS 1974, as amended, chapter IV and IMO resolution A.702(17)- MSC 131(75) for Non-SOLAS Ships | | | | | | | |
| | Equipment | Non-SOLAS Ships (- 300 GT) | A1 | A2 | A3 INMARSAT Solution | A3 HF Solution | |
| 3.01 | VHF with DSC | X (A1, A2, A3) | X | X | X | X | |
| 3.02 | DSC watch receiver channel 70 | X (A1, A2, A3) | X | X | X | X | |
| 3.03 | MF telephony with MF DSC | X (A2, A3) | | X | X | | |
| 3.04 | DSC watch receiver MF 2187,5 kHz | X (A2, A3) 4) | | X | X | | |
| 3.05 | INMARSAT C Ship Earth station with EGC receiver | X (A2,A3) 4) | | | X | | |
| 3.06 | MF/HF telephony with DSC and NBDP | X (A2, A3) 4) | | | | X | |
| 3.07 | DSC watch receiver MF/HF | | | | | X | |
| 3.08 | Duplicated VHF with DSC | | | | X | X | |
| 3.09 | Station (SES) | | | | X | X | |
| 3.10 | NAVTEX receiver 518 kHz | X (A1, A2, A3) | X | X | X | X | |
| 3.11 | EGC receiver | | X 1) | X 1) | | X | |
| 3.12 | date : | X (A1, A2, A3) | X | X | X | X | |
| 3.13 | Transponder (SART) | X (A1, A2, A3) 2) | X 2) | X 2) | X 2) | X 2) | |
| 3.14 | Hand held GMDSS VHF transceivers | X (A1, A2, A3) 3) | X 3) | X 3) | X 3) | X 3) | |
| | 1) Outside NAVTEX coverage area. | | | | | | |
| | 2) Commercial Cruise Ships between 300 and 500 GRT.: 1 set. | | | | | | |
| | 3) Commercial Cruise Ships between 300 and 500 GRT.: 2 sets | | | | | | |
| | 4) For Area A2, A3 MF/ HF DSC or Inmarsat Station requested | | | | | | |
| 3.15 | To what extent does the radio installation meet the GMDSS requirements, as requested by EU Commission Decision 2013/5185 (final) of 12.08.2013 - fill check table above. | | | | | | |
| 3.16 | SART Lithium Battery expiry date: | | | | | | |

| | RADIO EQUIPMENT | |
|------|---|----------------|
| | Inspection Item | Remarks |
| 3.17 | Is the radio station in good working order? | |
| 3.18 | Is the annual EPIRB survey in range? | |
| 3.19 | Is the Maritime Mobile Service Identity (MMSI) correctly programmed in the ship's equipment? | |
| 3.20 | Are emergency batteries for all concerned radio equipment available? | |
| 3.21 | Check if the equipment operates from the main, the emergency (if provided) and reserve sources of energy. | |
| 3.22 | Is a valid radio licence displayed? | |
| 3.23 | Is the radio equipment MED approved ?(if MED-Equipment > 1995)? | |
| 3.24 | If radio Equipment is not MED, is it CE-marked? | |
| 3.25 | Are the Transmitters listed on the Radio License? | |
| 3.26 | Are the distress instructions and procedures and the MMSI Number clearly displayed? | |
| 3.27 | Is the GMDSS Radio Log Book filled in accordingly ? (if >300GT) | |
| 3.28 | Is the ship provided with a shore based company maintenance contract? (expiry date ?) | |
| 3.29 | Is the ship provided with the relevant Instruction and Maintenance Manuals? | |
| 3.30 | Other observations: | |

| 4.0 | SAFETY of NAVIGATION and EQUIPMENT | | | | |
|------|--|-----------|----------|----------|---------|
| | Inspection Item | | | | Remarks |
| | MED / CE – CONFORM EQUIPMENT FOR SHIPS | All Ships | ≥ 150 GT | ≥ 300 GT | |
| 4.01 | Automatic Identification System (if >300 GT int voyages) - SOLAS 1974, regulation V/19.2.4 | | | X | |
| | Annual AIS date of survey: | | | | |
| | Are static and dynamic AIS information checked according to Res. A.917 (22) and recorded? | | | | |
| | AIS Test Report | | | | |
| 4.02 | Conformance Test Report (LRIT) (if > 300GT) issued on: | | | X | |
| 4.03 | Standard magnetic compass | X | X | X | |
| 4.04 | Pelorus or portable handbearings | X | X | X | |
| 4.05 | Table of deviation | X | X | X | |
| 4.06 | Nautical Charts or ECDIS | X | X | X | |
| 4.07 | If ECDIS is fitted, is there a back up and the ECDIS connected to the emergency source of power ? | X | X | X | |
| 4.08 | GNSS receiver or terrestrial position finding equipment | X | X | X | |
| 4.09 | Radar reflector (v/l's under 150 grt only) | X | | | |
| 4.10 | Bridge Navigational Watch System (BNWAS) | | X | | |
| 4.11 | portable VHF acceptable) | X | X | X | |
| 4.12 | Spare magnetic compass | | X | X | |
| 4.13 | Echo sounder | | | X | |
| 4.14 | 9 GHz radar | | | X | |
| 4.15 | Electronic plotting aid | | | X | |
| 4.16 | Speed and distance measuring equipment (SDME) | | | X | |
| 4.17 | and AIS | | | X | |
| 4.18 | Is the navigation equipment appropriate for the size and type of Ship and in good working order? (See check table below) - (SOLAS Ch. V reg. 19 and Reg. 20) | | | | |
| 4.19 | Are periodical checks of the navigation equipment made at sea and are records available in the logbook? | | | | |
| 4.20 | If a gyrocompass is not fitted, is a spare magnetic compass (interchangeable with the standard magnetic) compass being carried? | | | | |
| 4.21 | Are the gyro & magnetic compass error logs maintained and up to date? | | | | |

| SAFETY of NAVIGATION and EQUIPMENT | | |
|------------------------------------|--|---------|
| | Inspection Item | Remarks |
| 4.22 | Is the number and operation of installed radars in accordance with the above table? | |
| 4.23 | Is the echo sounder working on all ranges and scales? | |
| 4.24 | Are rudder angle and RPM indicators in good working order (also on the bridge when applicable)? | |
| 4.25 | Are there facilities to receive navigation warnings & weather forecasts? | |
| 4.26 | Are auto/manual and emergency steering changeover procedures displayed? | |
| 4.27 | Do the arrangements for the heading and/or track control systems satisfy the requirements (SOLAS Ch. V)? | |
| 4.28 | Are all nautical charts and publications kept up to date for the intended voyage (SOLAS Ch. V Reg. 27)? | |
| 4.29 | Is the IAMSAR Manual volume III as amended available? | |
| 4.30 | Are all Key navigational activities logged in the ship's logbook enabling a complete record of the voyage to be restored (SOLAS Ch. V Reg. 27)? | |
| 4.31 | Is the ship's equipment satisfying with the requirements of SOLAS Ch. V Reg. 29 to Reg. 35 (Table of international life-saving signals, rescue posters, communication with SAR units, details of information to include in danger and distress messages, obligations when receiving a distress message, misuse of distress signals)? | |
| 4.32 | Is the ship equipped with a LRIT system (for ships > 300GT outside A1) ? | |
| 4.33 | Other observations: | |

| 5.0 | WHEATHER DECKS | |
|------|--|---------|
| | Inspection Item | Remarks |
| 5.01 | Ship shell, weather decks, superstructures present a well maintained Ship? | |
| 5.02 | Are inspected compartments in good condition including ventilation & drainage? | |
| 5.03 | Is the Ship free from leakage liable to cause pollution? | |
| 5.04 | Are winches, mooring winches, windlasses & capstans in good condition & being well maintained? | |
| 5.05 | Are mooring wires & ropes in good condition & free of joining splices? | |
| 5.06 | Do bits, fairleads, chain stoppers appear in good condition with freedom of movement & being well greased? | |
| 5.07 | Do cranes appear to be in good condition? | |
| 5.08 | Is the Safe Work Load of cranes clearly marked on their booms and are they maintained according the manufacturer's instructions? | |
| 5.09 | Do watertight doors, port holes, ventilator closures, fire flaps & other closing devices, sounding pipes & air pipes appear in good condition & are they operable? | |
| 5.10 | Are accesses to and closing arrangements of compartments and accommodation capable of being properly secured & sealed? | |
| 5.11 | Do the bilge alarms operate on the bridge? | |
| 5.12 | Do gangways, steps & guard rails and stairways appear in good condition with non-slip surfaces as necessary? | |
| 5.13 | Does the deck lighting appear adequate and properly maintained? | |
| 5.14 | Are Load Lines correctly marked & clearly indicated? | |
| 5.15 | Are alleyways free of obstruction & emergency exits clearly marked according to IMO requirements? | |
| 5.16 | Other Observations: | |

| 6.0 | SOLAS / MED / CE-conform SAFETY EQUIPMENT | |
|------|--|----------------|
| | Inspection Item | Remarks |
| 6.01 | Are navigation lights powered by two sources of energy (main and emergency)? | |
| 6.02 | Are safety signs and other important information displayed in working language or English according to IMO requirements Res. A.603(15)? | |
| 6.03 | Are SART's correctly located for rapid deployment in survival craft? | |
| 6.04 | Check EPIRB position and mounting for float free operation? The unit must be capable of automatic release when submerged and automatic activation when placed in water. | |
| 6.05 | Check if EPIRB-ID, Call Sign and MMSI of the ship is clearly marked on the EPIRB. Are liferaft operating instructions displayed? | |
| 6.06 | Are a liferaft boarding ladder/ facilities available? (where the distance between liferaft and deck is more than 1m.) | |
| | Are liferafts stowed in such a manner, that they are promptly available and capable of being launched safely and speedily even in unfavourable conditions? | |
| 6.07 | Is suitable lighting for the embarkation of the liferafts available? | |
| | Are liferafts in good condition & service dates not expired? | |
| 6.08 | Do liferaft hydrostatic release devices appear to be correctly attached and in good working condition? | |
| | Is SOLAS Pack A or SOLAS Pack B available on board and is it in compliance with the navigation area? (Pack B for 60 miles from shore, Pack A for use worldwide) | |
| 6.09 | What are the Name, Brand and Identification of the liferafts used? | |
| | Do lifebuoys, lifebuoy quick release mechanisms and self activating smoke floats appear to be in good condition? | |
| 6.10 | Are lifebuoys marked with the ship's name and the port of registry? | |
| | Are lifejacket donning notices posted? | |
| 6.11 | Are pyrotechnics still valid (or expired), wheel marked and identified by self – illuminating labels? | |

| SOLAS / MED / CE-conform SAFETY EQUIPMENT | | |
|---|--|---------|
| Inspection Item | | Remarks |
| cont. | Are line throwing devices (one line throwing rocket with 4 projectile and four lines according to SOLAS) not expired, wheel marked and identified by self – illuminating labels? | |
| 6.12 | Are sufficient life jackets on board (including for children if carried) & fitted with whistle, light, reflective band and labelled with the ship's name and port of registry? | |
| | Is the Individual Safety Equipment located and adequately maintained as indicated in the Safety Equipment Inventory, Allocation and Maintenance plan? | |
| 6.13 | Are the requested additional lifejackets for the persons on watch foreseen? | |
| 6.14 | Are the main and emergency fire pumps fully operational? | |
| 6.15 | Surveyors are required to witness remote starting of the emergency fire pump, pressurising of fire main and discharge from furthest deck monitor. | |
| 6.16 | Is the Fire fighting equipment located and adequately maintained according the fire and safety plan ? | |
| 6.17 | Do fire hydrants, hoses & nozzles appear to be correctly stowed & in good working condition? | |
| 6.18 | Do portable extinguishers and appliances appear to be in good order? | |
| 6.19 | Are the portable fire extinguishers wheel marked? | |
| 6.20 | Date of last Inspection / Service on the portable fire extinguishers? | |
| 6.21 | Is a fire detection system fitted (SOLAS II-2/7) ? | |
| 6.22 | Are firemen's suits & equipment available for immediate use? | |
| 6.23 | If possible, surveyors are required to witness a fire drill. | |
| 6.24 | Is the vessel provided with a fixed fire extinguishing system in the engine room? | |
| | Date of last examination: | |
| 6.25 | Is a service-report by the service-executing company available? | |

| SOLAS / MED / CE-conform SAFETY EQUIPMENT | | |
|---|--|---------|
| Inspection Item | | Remarks |
| 6.26 | Are the instructions for operating the fixed fire fighting system posted? | |
| 6.27 | Are the spaces protected by a fixed fire fighting system clearly marked at entrance? | |
| 6.28 | In the Galley, do fire control & ventilation measures appear adequate? | |
| 6.29 | Is a fire blanket available in the galley? | |
| 6.30 | Does the number of immersion suits correspond to the total number of persons on board and are they placed in accordance to the safety plan ? | |
| 6.31 | Where is the pharmacy stored? Is there a valid attestation from a pharmacy available on board? Check some validity dates of medicaments. | |
| 6.32 | Is any accident and incident notified to the Administration? | |
| 6.33 | Are all equipments MED certified or compliant or equivalent and provided with an exemption by the Administration? | |
| 6.34 | Other observations: | |

| 7.0 | MACHINERY | |
|------|--|---------|
| | Inspection Item | Remarks |
| 7.01 | Are all engine room bilges clean and free of oil? | |
| 7.02 | Is the steering gear compartment clean and free of oil and garbage? | |
| 7.03 | Is the engine room clean (no accumulation of oily rags or garbage)? | |
| 7.04 | Are acetylene and oxygen bottles stored outside of the accommodation, engine room and other machinery spaces? | |
| 7.05 | Is paint and thinners stored outside of machinery spaces in designated storage rooms? | |
| 7.06 | Is the machinery fitted with protective devices (guards) as considered necessary? | |
| 7.07 | Are steam and/ or hot water pipes well protected? | |
| 7.08 | Does the main and auxiliary machinery & equipment appear to be fully operational and well maintained? | |
| 7.09 | Are Chief Engineer's emergency procedures & standing orders displayed and where? (if vessel is > 300GT) | |
| 7.10 | Is the fire & general alarm operational – Surveyor to witness? | |
| 7.11 | Are all ventilation fan dampers operational and tested periodically (automatic ones by annual revision; manual ones by crew)? | |
| | Are records of these tests available? Surveyor to sight test records. | |
| 7.12 | Are ER skylight closing mechanisms operational and tested periodically, if fitted ? Surveyor to sight test records. | |
| 7.13 | Are bunker instructions available? | |
| 7.14 | Do fuel oil pipes and flexible hoses on engines and equipment appear in good condition and free of leaks? | |
| 7.15 | Do lubricating oil handling systems appear free of leaks? | |
| 7.16 | Are hot surfaces that could pose a fire hazard properly insulated? | |
| 7.17 | Is the general housekeeping & cleanliness of engine room, plating, machinery, bilges, stores and workshops to a good standard? | |

| | MACHINERY | |
|------|---|----------------|
| | Inspection Item | Remarks |
| 7.18 | Do sea water systems appear free of leaks? | |
| 7.19 | Is the bilge pumping system reported fully operational? | |
| 7.20 | Is a bilge piping plan posted? | |
| 7.21 | Is the emergency bilge suction valve clearly marked, if fitted ? | |
| 7.22 | Are main switchboards, generators and other electrical equipment protected from potential water spray and adequately provided with insulated floor matting? | |
| 7.23 | Are Engine Room lighting levels adequate for safe access / operation? | |
| 7.24 | Is the emergency source of power tested periodically? Surveyor to sight test records. | |
| 7.25 | Are the main and auxiliary steering control systems operational? | |
| 7.26 | Is the emergency steering gear tested periodically? Surveyor to sight test records. | |
| 7.27 | Surveyors are required to witness operation of main & auxiliary steering systems and the change over and testing of the emergency steering gear. | |
| 7.28 | Are emergency steering changeover procedures clearly displayed in the steering flat? | |
| 7.29 | Is the steering gear emergency oil reserve tank fully charged? | |
| 7.30 | Are communications between steering compartment & bridge (dedicated portable VHF accepted) satisfactory? | |
| 7.31 | Are the steering compass and the rudder angle indicator clearly visible at the emergency steering position? | |
| | If not, is there a vhf communication feasible? | |
| 7.32 | Are emergency exit doors accessible & clear of obstructions? | |
| 7.33 | Are machinery space fire doors operational and well maintained? | |
| 7.34 | Are watertight doors, port lights, hatches correctly marked “ to be kept closed at sea” & operational? | |

| | MACHINERY | |
|------|---|----------------|
| | Inspection Item | Remarks |
| 7.35 | If there is petrol of / and water-toys stored (in a garage).... | |
| 7.36 |are there smoke detectors available? | |
| 7.37 | ...are there gas detectors available? | |
| 7.38 | ... is there sufficient ventilation ? | |
| 7.39 | Other observations: | |

| 8.0 | Crew Management / MLC | |
|------|---|---------|
| | Inspection Item | Remarks |
| 8.01 | Is there a copy of the national Grand Duchy Rule dated 11 th Nov 2003 transposing the European Directive 1999/95/CE and the Grand Duchy Rule dated 6 th June 2003 on Luxembourg collective agreement (ILO 180 – Art 8) as amended onboard ? | |
| 8.02 | For Non EU Masters only - Is the Master provided with a special authorization to serve on board issued by the Minister? | |
| 8.03 | Medical Care Certificate (for Masters and Chief-Officers) | |
| 8.04 | Does every crew member carry a valid Luxembourg seaman's book or temporary document? | |
| 8.05 | Does the ship's logbook mention the name, rank on board, port and date of signing on and port and date of signing off of each crew member? | |
| 8.06 | What is the common language on board? Is it mentioned in the Logbook? | |
| 8.07 | Are the Master, officers & other crew members able to communicate effectively together in a common language (SOLAS Ch. V reg. 14)? | |
| 8.08 | Are all written plans, signs, documents, manuals and instructions on board the ship posted in the common language used on board or in English and in accordance with the IMO guidance (SOLAS Ch. V reg. 14)? | |
| 8.09 | Are radio operators duly certified? | |
| 8.10 | Is the Master and Deck Officers duly trained in ECDIS, if fitted? | |
| 8.11 | Crew list to be attached to the present report. | |
| 8.12 | Minimum age | |
| 8.13 | Check crew list to confirm seafarer's birth dates not less than 18 years old | |
| 8.14 | Medical certification | |
| 8.15 | Check for valid medical certificates in English stating that seafarers are medically fit to perform their duties. | |
| 8.16 | Qualifications of seafarers | |
| 8.17 | Check the minimum safe manning document (SMD) to verify the required qualifications of the seafarers / type of ship. | |

| | Crew Management / MLC | |
|------|---|------------------------------------|
| | Inspection Item | Remarks |
| 8.18 | Check certificates and endorsements for STCW personnel confirming seafarers' competency with respect to their duties and validity | |
| 8.19 | Seafarers' Employment Agreements (SEA) | GENERALLY ACCEPTED AS GOOD? |
| 8.20 | Check if a Seafarers' Employment Agreement (SEA) is signed by both the seafarer and the ship-owner or his representative | |
| 8.21 | Check if the SEA covers the following minimum matters: | |
| 8.22 | - the seafarer's full name, date of birth or age, birthplace, habitual residence; | |
| 8.23 | - the ship owner's name and address. If the ship-owner is a corporation, the name and registered office and, | |
| 8.24 | - where applicable, the name under which the ship-owner operates publicly; | |
| 8.25 | - the place where and date when the seafarers' employment agreement is entered into; | |
| 8.26 | - the capacity in which the seafarer is to be employed; | |
| 8.27 | - the seafarer's entitlement to repatriation; | |
| 8.28 | Hours of work and hours of rest | GENERALLY ACCEPTED AS GOOD? |
| 8.29 | Are up to date records of daily hours of rest and work in the approved format available? | |
| 8.30 | Are those hours of rest and work signed by the master and seamen? | |
| 8.31 | Do these hours of rest satisfy the minimum requirement of rest set out in DMLC I ? | |
| 8.32 | Do other onboard documents (logbook) confirm that the minimum hours of rest being followed ? | |
| 8.33 | Accommodation | |
| 8.34 | Check documentation of Master's accommodation inspection . | |
| 8.35 | Are all of the accommodation rooms and spaces being kept clean and tidy? | |

| Crew Management / MLC | | |
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| Inspection Item | | Remarks |
| 8.36 | Are external bulkheads of sleeping rooms and mess rooms adequately insulated? | |
| 8.37 | Are main steam and exhaust pipes passing through alleyways leading to crew accommodations? If yes, are they adequately insulated and encased? | |
| 8.38 | Are sleeping rooms and mess rooms adequately ventilated (the system shall be controlled so as to maintain the air in a satisfactory condition and to ensure a sufficient movement of air in all conditions of weather & climate? | |
| | Short description: | |
| 8.39 | Has an individual berth been provided for each crew member? | |
| 8.40 | Are the officer's and crew sanitary facilities clean? Are all water closets and sinks working properly? Is water pressure available to the bathrooms and water closets? | |
| 8.41 | Is hot and cold water available in all crew accommodation? | |
| 8.42 | Have all sanitary spaces ventilation to the open air, independently of any other part of the accommodation ? | |
| 8.43 | Has electrical light been provided in crew accommodations as well as emergency lighting? | |
| 8.44 | Food and Catering | GENERALLY ACCEPTED AS GOOD? |
| 8.45 | Is(are) the person(s) involved in catering a certified cook or holding a certificate in hygienic food handling ? | |
| 8.46 | Is there adequate supply of hot and cool water available in the galley for washing food and cleaning? | |
| 8.47 | Check on-board records to confirm that frequent and documented inspections are made of: | |
| 8.48 | - supplies of food and drinking water (cleaning of fresh water tanks, water analyses..); | |
| 8.49 | - spaces used for handling and storage of food (cold room and fridge temperature..); | |
| 8.50 | - galleys and other equipment used in the preparation and service of meals. | |

| Crew Management / MLC | | |
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| | Inspection Item | Remarks |
| 8.51 | Check by visual observation if catering facilities, including galleys and store rooms are hygienic and fit for purpose. | |
| 8.52 | Are crew provisions in satisfactory condition with no spoilage or unsanitary conditions in stowage or galley? | |
| 8.53 | Health and safety and accident prevention | |
| 8.54 | Check documents related to the ship's on-board ongoing occupational safety and health policy and programe, to confirm that: | |
| 8.55 | - are they available to seafarers; | |
| 8.56 | - do they include risk evaluation, training and instruction for seafarers; | |
| 8.57 | - are adequate preventive measures being taken; | |
| 8.58 | - is appropriate personal protective equipment (PPE) available and being used and maintained correctly. | |
| 8.59 | Is the use of PPE instructed in the familiarization of passengers and crew? | |
| 8.60 | On-board complaint procedures | GENERALLY ACCEPTED AS GOOD? |
| 8.61 | Check that seafarers are provided with a copy of the on-board complaint procedures in the working language of the ship. | |
| 8.62 | Do the ship records mention written complaints made by crew members ? | |
| 8.63 | Other observations: | |

INSPECTOR'S / MASTER'S COMMENTS AND RECOMMENDATIONS:

IMPORTANT NOTICE:

NEITHER THE INSPECTION NOR THE REPORT CONSTITUTES A CERTIFICATION, WARRANTY OR OTHER REPRESENTATION AS TO THE SEAWORTHINESS OF THE SHIP DESCRIBED HEREIN NOR DO THEY RELIEVE ANY PERSON OR ORGANISATION FROM THEIR RESPECTIVE RESPONSIBILITIES AND OBLIGATIONS TO ENSURE THAT THE SHIP IS MAINTAINED IN A SEAWORTHY CONDITION.

Date / Inspector:

Date / Master / Ship's Stamp :