



WASHINGTON STATE
Department of Ecology
 Spill Prevention, Preparedness, and Response Program
 Prevention Section
 P.O. Box 47600, Olympia, WA 98504-7600
 Office Phone: (360) 407-7455, Fax (360) 407-7288 or toll free 1-800-664-9184

CARGO AND PASSENGER VESSEL BOARDING CHECKLIST – SHORT FORM			
IMO NO:	NAME OF VESSEL:	DATE:	
FLAG:	LOCATION OF INSPECTION:		
INSPECTED BY:	COMMENTS:		
_____	_____		
_____	_____		
Fuel changeover: Y / N Location: _____		OWS Throughput: _____ IOPP current: Y / N Incinerator Rating: _____	
Copies of: Crew list Y / N Ship Particulars Y / N SMC Y / N Minimum Manning Y / N			
No.	Accepted Industry Standard	1-5	Comment
3.2.1.0	English Proficiency		
3.2.2.0	Common Language		
3.3.1.0	Work Hours/Fatigue		
3.4.1.0	Training Program		
3.4.2.0	Familiarization Training		
3.4.3.0	Emergency Drills		Emergency Towing Y/ N
4.4.1.0	Pollution Prevention		Oil Record Book Sat / Unsat Garbage Log Sat / Unsat Vessel General Permit Y/ N
4.5.0.0	Planned Maintenance System		Critical equipment testing records Y/ N Arrival/Departure checklists Y/ N
4.9.1.0	C-Plan Field Document		
5.1.1.0	Bridge Equipment/Organization		
5.1.2.0	Charts/Publications		
5.1.4.0	Voyage Planning		
5.1.6.0	Bridge Resource Management		
5.3.2.0	Emergency Procedures		
5.4.0.0	Oil Transfer Procedures		Internal oil transfer procedures Y/ N
6.1.1.0	Machinery and Spaces		
6.2.1.0	Engineering Watch Practices		Checklists and E/R specific emergency procedures Y/ N ERM (if license dated before 2012, training is not required until 2017)

ECY 050-38a **March 2012**

If you need this document in a format for the visually impaired, call the Spills Program at 360-407-7455. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.

Accepted Industry Standard	References
English Proficiency	STCW Code A-II/1 & A-III/1; 33 CFR 26.07; 33 CFR 161.12(b) (3) All Deck and Engineering Officers sufficiently proficient in English to perform responsibilities.
Common Language	SOLAS, Ch. II-1, reg. 26 ('96 amendments); ISM Code par. 6.6 (3) Manuals, Instructions, Placards, Signs, Documents observed in SMS language.
Work Hours/Fatigue	STCW Code A-VIII/1; 46 CFR 15.705, 15.710 & 15.1111 (US only) (3) Records reflect actual hours rested, within STCW requirements. Work hour records maintained. Under the Manila Amendments: minimum of 10 hours of rest in any 24-hour period and 77 hours in any 7-day period. Rest hours may be divided into no more than 2 periods, one shall be at least 6 hours in length, and the intervals between consecutive periods of rest shall not exceed 14 hours.
Training Program	STCW A-I/14 and A-II/1, par. 6; ISM Code, par. 6.3 and 6.5 (3) Training program includes Familiarization, Refresher and Job-Specific training.
Familiarization Training	STCW A-I/14 and A-VI/1; ISM Code, par. 6.3 (3) Familiarization includes all STCW requirements and operator's SMS requirements.
Emergency Drills	SOLAS, Ch. III, reg. 19 and 30 (p/v only); ISM Code, par. 8.2 and 8.3; 46 CFR 199.180 (US only) (3) Drills meet SOLAS, flag state and ISM requirements. Drills evaluated and reviewed by all crew. [Structural failure, main engine failure, steering gear failure, electrical power failure, collision, shifting of cargo, fire, cargo jettisoning, flooding, man overboard, entry into enclosed spaces, serious injury, terrorism, piracy, helicopter operations, heavy weather, emergency towing]
Pollution Prevention	STCW A-VIII/2, part. 11; ISM Code par. 3.2; 33 CFR part 151 (3) Complete waste oil handling, garbage management, VGP program in place and fully implemented with regular training.
Planned Maintenance System	SOLAS, Ch. III, reg. 20 & 52; ISM Code, par. 10; 33 CFR Table 96.250(j) (3) Established PMS with detailed record keeping.
C-Plan Field Document	WAC 173-182 (3) Field Document understood by master and posted in a conspicuous location.
Bridge Equipment/Organization	33 CFR 164.35 – 164.43; SOLAS Ch. V, reg. 12 (3) Equipment well maintained, meets U.S./Intl standards. Clearly written standing and night orders.
Charts/Publications	SOLAS Ch. V, reg. 20; 33 CFR 164.33; 46 CFR 97.05-5 (US only) (3) Charts and publications corrected, up-to-date and records maintained.
Voyage Planning	STCW A-VIII/2, part 2 (3) Berth to Berth Voyage plan meets all listed elements of IMO guidelines. [Intended route; areas of danger; routing and reporting systems; vessel traffic services; marine environmental protection areas; safe speed; speed alterations en route; minimum under keel clearance in restricted water depth; machinery status changed; course alteration points; method and frequency of position fixing; contingency plans for deep water, port of refuge or safe anchorage]
Bridge Resource Management	STCW A-VIII/2, part 3-1 (B-VIII/2 recommended) (3) SMS clearly defines BRM and incorporates principles into written bridge procedures, checklists, and watch conditions.
Emergency Procedures	SOLAS, Ch. III, reg. 8 and 37; ISM Code, par. 8; 33 CFR 164.25(d); 46 CFR 97.13 (US only) (3) Station bill and procedures for most common emergencies. [Fire, abandon ship, oil spill, man overboard, collision, grounding, structural failure, loss of propulsion, loss of steering, loss of electrical power, gyro malfunction, emergency towing, loss of bridge throttle control, confined space rescue, flooding, heavy weather and helo operations.]
Oil Transfer Procedures	33 CFR 155.720, 730, and 750, 156.150, and 151.25 (3) SMS Oil Transfer Procedures/checklists exceed CFR minimum standards.
Machinery and Spaces	SOLAS, Ch. I, reg. 11; SOLAS, Ch. III, regs. 20 and 36 ('96 amendments); ISM Code, par.10 (3) Condition appears to be commensurate with age and service
Engineering Watch Practices	STCW A-III/1.4 and B-VIII/2, part 3-2. STCW.6/circ 7 20 May 2005 (3) Complete current standing orders posted, including watch responsibilities for all equipment.

NOTES/ ADDITIONAL REMARKS
