

# MARINE SURVEY OFFICE

## IT PAYS TO BE PREPARED FOR YOUR VESSEL SURVEY

### Quick Guide to Survey Preparation

Preparing and presenting your vessel properly for survey will save you both **time** and **money**. Forward planning and preparation could make the difference between success and failure. While not exhaustive this leaflet sets out useful guidance to help ensure your next survey is a successful one.

### APPLYING FOR SURVEY

- Apply early to your local Marine Survey Office, details below.
- Your survey can begin up to six months before your Certificate/Licence expires.
- Organise your survey to limit the number of visits the Surveyor has to make. Most surveys can be completed in two visits.
- The most efficient order for surveys is an out of water survey followed by an in water survey. However if the vessel is being surveyed for the first time (an Initial Survey), you should arrange for an additional in water survey prior to the vessel being taken out of the water. At this time you can discuss with the Surveyor the survey procedure.
- Have your Marine Consultant conduct stability checks whilst the Surveyor is conducting the initial in water survey.

### Survey Check List

#### OUT OF WATER SURVEY

A surveyor will check for the following during a survey. Follow the guidelines below to cut down the time the Surveyor spends on board and the need for re-visits.

- **Pressure wash the hull** but do not re-paint until after survey.
- **Open up Tanks and Spaces** which are to be inspected. Tanks are to be clean and certified gas free and other spaces are to be clean.
- **Ultra sonic tests, as applicable**, to be carried out on hull area and suspect areas whilst Surveyor is present, (on steel vessels).
- **Remove and clean sea valves**, both inlets and overboards for inspection.
- **Propeller shaft** clearances to be taken. This may be achieved by feeler gauges or by lifting the shaft and using a clock gauge. The Surveyor will then advise if withdrawal/renewal of shaft is required.
- **Rudder pintel bearing** clearance to be taken.
- **Draft marks** to be checked.
- **Wooden vessel**. Having a shipwright available at survey time allows the Surveyor to discuss any required course of action with him.
- **Fastenings** on wooden vessels will be withdrawn at the discretion of the Surveyor.

## **WHAT IS THE SURVEYOR LOOKING FOR?**

The Surveyor will look at the following areas whilst on board your vessel. The following sections tell you what the Surveyor is looking for when he or she checks these areas. Doing your own checks in advance can identify problems you can sort out beforehand so saving you time and money on the survey itself.

- **Wheelhouse**
- **Wheelhouse top / Casing top / Shelter top**
- **Accommodation**
- **Maindeck**
- **Hold**
- **Fishroom, (if a fishing vessel)**
- **Engine Room**
- **Other internal spaces**

## **WHEELHOUSE EQUIPMENT**

- Aldis/signalling lamp
- Bell
- Bilge alarms
- Certificate of Registry
- Charts and publications
- Compass deviation card
- Crew qualification/Safety training certificates
- Echo sounders
- Engine maintenance documents
- Equipment
- Fire detection system
- Flares
- Gas detector system
- General alarm/ fire alarm/CO2 alarm
- Liferaft, fire equipment and medicine chest certificates
- Line throwers
- Navigation lights and shapes
- Paperwork
- Radars
- Stability book
- Safety Certificates displayed
- Whistle

## **WHEELHOUSE TOP / CASING TOP / SHELTER TOP**

- EPIRB
- Escape hatches and clips
- Lifebuoys
- Life rafts and release arrangements
- Rescue boat and launching device (if fitted)
- Shelter access hatches and clips
- Signs marking escape ways
- Smoke/light floats

- Ventilator flaps and closures
- Water tight door clips

#### EXTERNAL CASING AREAS

- **Watertight doors** must seal properly when closed.
- **Clips** must operate freely and rubber seals must be in good condition.
- **Hold back clips** must be removed and a notice exhibited on both sides of the door stating: *“Door to be kept closed at sea.”*
- **Ventilator flaps** and closing devices must operate freely.
- **Indication** must show open and close positions of ventilation flaps.
- **Airpipes from fuel tanks** must be fitted with a flash back gauze and satisfactory closing device.
- **Airpipes and sounding pipes** should be marked to indicate what tanks they serve and sounding pipe caps should be attached to the sounding pipe with a short length of chain.

#### ACCOMMODATION

- **Lifejackets** - check battery expiry on light, reflective tape is in good condition and straps and stitching are sound. Lifejacket should be in good condition with no signs of dampness or rotting of fabric.  
*(We recommend that a suitable stowage space for lifejackets, outside of cabin is used, where they are rapidly accessible.)*
- **Lifejacket donning notices** should be displayed.
- **Medicine chest** - check it is intact, serviced and in date.
- **Fire extinguishers** - check they are serviced and in date.
- **Bunk lights** - fitted with covers.
- **Cabin escape** - access clear, signs in place and emergency light fitted and working.

#### GALLEY / MESS ROOM

- **Port hole / windows** – securing clips and deadlights should all be free and for external windows blanks should be available for use if windows are broken.
- **Fire hazards** - tea towels, etc, should not hang over galley stove.
- **Door** - Self-closing device should not be disabled.
- **Electric stove / fryers / ventilation or extractor fan** - switches to isolate this equipment should be fitted outside galley / mess room.
- **Gas detection / shut down alarm** - system should operate satisfactorily.

#### ACCOMMODATION AND GALLEY / MESS ROOM AREAS

- **Doors** fitted with self-closing devices must operate properly. This type of door would be situated at the Galley, Engine Room entrances and any stairways fitted with structural fire protection.
- **Wooden or steel blanks** must be available for at least two windows in the wheelhouse and accommodation.
- **Hygiene** in all areas must be of an acceptable standard.

#### MAIN DECK AREAS

- **Freeing ports** should pivot freely and shutter types should be fitted with retaining chains.
- **Rails and bulwarks** complete with any extension wires should be in place and in good

condition.

- **All hatches covers** should be weathertight; **clips** should be free and seals in good condition.
- **Open decks** should have lifelines or points for attachment of safety harnesses
- **Any 'trip' hazards, which would cause personal injury**, should be removed or clearly marked.
- **Anchors and cable** should be ready for rapid deployment.
- **All store rooms** should be cleaned out so that the internal hull and decks can be surveyed.

## FISH ROOM

- **Access ladder** should be available and ladder is to be secure.
- **Light fittings** should be in good order.
- **Refrigeration coils** should be in good order and securely fastened to deckhead.
- **Bilge strums** should be clean and clear of any obstructions.
- **Bilge alarm sensors** should be in good order.
- **Ice scuttles** should be in place and fitted with retaining chains.

## ENGINE ROOM

The area should be clean and tidy with bilges dry and particular attention taken to check the following:

- **Seawater pipework** should be in good condition.
- **Seawater inlet valves** should be easily and readily accessible.
- **Savealls** should be fitted where required.
- **Appropriate signs** should be displayed prohibiting the discharge of oil overboard and indicating high noise level.
- **Flexible hydraulic hoses** should not be too long and are properly clipped.
- **No leaks** of fuel or hydraulic oil to be present.
- **Self-closing valves** should be fitted to water drains and gauge glasses on fuel tanks.
- **CO<sub>2</sub> warning signs** if required.
- **CO<sub>2</sub> Alarm** should be fitted and operational.
- **CO<sub>2</sub> – fixed system servicing**
- **Rotating machinery** should be adequately guarded.
- **Main and auxiliary diesel engines** should be in good order.
- **Bilges** should be cleaned to allow access to seawater pipes/bulkheads, etc.
- **Bilge systems** should be clear of obstructions.
- **Bilge alarm sensors** should be in good order.
- **Bilge pumps** should be in good order.

## LIFTING GEAR

This is defined as any gear such as landing derricks, cranes and rescue craft davits.

- **Lifting devices** such as cranes, derricks and davits should be inspected and tested by a competent person in accordance with the Safety, Health and Welfare at Work (Fishing Vessels) Regulations, 1999.
- The **SWL** should be indicated on the boom. A certificate of test should be provided.
- **Blocks, wires and shackles** should be checked and special attention paid to steel-to-steel contact surfaces on eyes, shackles and derrick heel pins.
- **Rescue craft** davit when fitted should have a broad red band painted around the boom if davit is not suitable to lift the full complement of the rescue boat.
- **The davit** should be tested, marked with SWL and a certificate of test should be provided.

## **EQUIPMENT TESTS**

- **Main and emergency fire pumps** (afloat survey).
- **Main and emergency bilge pumps** including full function test from all spaces (afloat survey).
- **Remote closures** for oil fuel and hydraulic oil tanks.
- **Remote shut off switches** for ventilation fans and oil transfer pumps.
- **Remote shut off switches** for electric galley appliances.
- **Emergency lighting** to include liferaft embarkation areas.
- **Man overboard retrieval systems** (afloat survey).
- **Boarding ladders.**
- **Rescue boat** launch and operation (if provided) (afloat survey).
- **Fire detection system.**
- **Main and emergency steering gear.**
- **Changeover** from main to emergency power (afloat survey).

## **FISHING GEAR**

Apart from testing any remote winch stops, none of this equipment comes into the FVSC survey. However, owners are advised to be aware that this equipment should be installed and maintained as set out in the Safety, Health and Welfare at Work (Fishing Vessels) Regulations, 1999.

## **STABILITY (AFLOAT SURVEY)**

- Inclining test or Lightship check to be carried out.
- Consultants to be involved in above tests as advised by Surveyor.
- Any modifications to vessel to be advised to the Surveyor before they are carried out.

## **VESSEL OPERATIONS**

The senior crew members must be able to satisfy the Surveyor as to their familiarity with vessel emergency equipment and procedures. A muster list and emergency stations list should be displayed where applicable. Drills demonstrating familiarity with the equipment should be carried out at frequent intervals and all drills should be recorded in the appropriate logbook.

## **LEGISLATION**

- Discharge of oil
- Garbage and waste disposal
- Air pollution
- Certificates of competency
- CECs if applicable
- One day training courses
- Lifting appliances (Health and Safety Regulations)
- Safe access to the vessel
- A radio survey by a radio surveyor must be carried out before vessel certificates can be issued.

## **CONTACT NUMBERS**

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|------------------|--|
| MSO Dublin       | Tel: +353 (0) 1 678 3400<br>Fax: +353 (0) 1 678 3409   |
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