

 Maritime & Coastguard Agency	<b>FISHING VESSEL AIDE MEMOIRE – 24m AND OVER          SURVEY</b>	Doc No <b>MSF 5551</b>
		Revision <b>0821</b>
	<b>Name of Vessel</b> <b>Name of Surveyor</b> <b>Date of Survey</b>	
<b>INTRODUCTION AND BACKGROUND TO REQUIREMENTS</b>		
Based on MSN 1873 and MSN 1885		

<b>CERTIFICATES AND RECORDS</b>		
1	Valid Certificate of Registry (change of ownership and/or modifications, i.e., length/engine requires new/amended CoR)	
2	Validity of <b>MARPOL Certification, IOPP, IAPP, ISPP, CLC</b>	
3	<b>All statutory and class society certification onboard and in date including annual surveys and bottom surveys</b>	
4	<b>Conditions of class?</b>	
5	<b>Hull &amp; Machinery declaration received from class – if not received IFVC may not be issued / endorsed</b>	
6	<b>Class declaration received for any additional delegated surveys?</b>	
7	Validity of existing exemptions	
8	Previously open deficiencies closed or re-issued	
9	Photograph of vessel	
10	Safety Signage	
11	SOLAS 1 Poster	
12	Annual Self Certification	
13	Check MMSI registered and correctly input into GMDSS radio. Emergency radio procedure posted up – Test Call. <b>Does vessel carry Iridium (see MIN636 latest amendment and section 12.4.3 of MSIS27 Chapter 12.</b>	
14	Valid Radio licence/Radio Survey carried out Annually– details of ownership correct?	
15	Valid Servicing Certificates for Fire Appliances (MGN 276), Liferrafts etc	
16	Certificates for FFF systems and fire detection and alarm systems	
17	Risk Assessment conducted or copies on board, updated annually, since change of ownership, or fishing method. MGN 587	
18	Has any fire occurred requiring operation of fixed fire-extinguishing systems or portable fire extinguishers since last survey	
19	Written Risk Assessment for Man Overboard (ref to MGN 571) – any mitigating action to eliminate risk of MOB or PFDs worn	
20	Crew aware of risk assessment	
21	<b>Crew aware of procedures for entry into dangerous (enclosed) spaces (see Chapter 15 of the Code of Safe Working Practices Entering dangerous (enclosed) spaces); and MGN 309(F) Fishing Vessels —The Dangers of Enclosed Spaces.</b>	
22	Written Health and Safety Policy if more than 5 crew	
23	Hours of rest records	
24	Man Overboard Risk Review conducted with skipper	
25	Conduct Drills, including at least one MoB <b>and recovery of unconscious person</b>	
26	Record of regular Drills – Muster lists	
27	General Alarm Tested	
28	Shore power for fire and safety systems	
29	EIAPP and technical file for new engines over 130kW	
<b>CREW CERTIFICATES AND TRAINING RECORDS</b>		
30	Crew list & is it posted ashore?	
31	Induction records	
32	On board training records for vessel equipment	
33	Emergency instructions available for each person on board. Copies of suitably up to date muster lists posted in conspicuous places and in a language understood by all on board and posters or signs in the vicinity of survival craft and their launching stations as appropriate	

34	One crew holding Short range Radio Certificate (area 1)/Restricted GMDSS (Area 2)	
35	Validity of Crew Certificates of Competency	
36	Validity of crew training Certificates, All fishermen – Basic Sea survival (or STCW A-VI/1-1), After 3 months at sea Basic Fire Fighting (or STCW A-VI/1-2), Basic First Aid (or STCW A-VI/1-3) and Basic Health and Safety (no STCW equivalent) After 2 years' experience Safety Awareness and risk assessment,	
37	Voluntary Training – Nav Watchkeeping/Engine Room Watchkeeping Stability Awareness STCW Watch rating Certificate	
<b>VESSEL</b>		
HULL		
38	Stability – condition of vessel	
39	Hull condition – external/internal – no degradation, good maintenance	
40	Mooring and anchoring arrangements - <b>evidence of chain calibration?</b>	
41	Deck, bulkheads, frames condition – perforations/damage/unplugged holes/non slip	
42	Watertight Doors – condition and secure space watertight	
43	Watertight hatches/coamings – condition and secure space watertight	
44	Bulwarks – condition and <b>adequate minimum</b> height	
45	Skylights – can be closed from outside	
46	Bulkheads, frames, intact condition, SFP, no damage	
47	Buoyancy Tanks – no damage	
48	Fire doors, flaps, condition	
49	Scuttles, Portlight and Flush scuttles – hinged deadlights – can be closed watertight - exposed areas and in the forward bulkheads of freeboard deck erections shall be of the non-opening type	
50	Ventilators – height above deck, means of closure	
51	Air pipes – height above deck, means of closure, provision to prevent overpressure.	
52	Freeing Ports clear of obstruction – minimum area 3% of bulwark area	
53	Discharges – below freeboard deck with shut off or non-return valves, exhaust pipes in hull below deck non return valve device or flap to prevent water ingress	
54	Factory Deck – Tonnage Valves	
55	Gas Cylinders, storage, safety provisions	
56	Unauthorised modifications – no damage	
OUT OF WATER – INTERMEDIATE/RENEWAL		
57	Condition of Hull, Steel ultra-sonic test and report, Bilge Keels, Sea chests, Sacrificial Anodes	
58	Wood – condition of planking, nails, caulking etc	
59	Aluminium – condition, <b>cracking etc</b>	
60	GRP – condition, gel coat, damage, osmosis etc	
61	Stern Gear Condition – Report, clearances, Lubrication, Propeller, Kort Nozzle	
62	Steering Gear condition, test, rudder stock, rudder, Clearances	
63	Condition of sea inlet and discharge valves/cocks	
64	Draught marks – condition/accuracy	
WHEELHOUSE/CABIN		
65	Windows – condition and to standard	
66	Doors – condition – able to open from both sides?	
67	Instructions for on board maintenance of LSA are on board – inspect any non-mandatory LSA i.e., immersion suits/thermal protective aids	
68	Table or curve of residual deviations for magnetic compass may be provided	
69	Operational and, where appropriate, maintenance manuals for all navigational equipment provided	
70	Where fitted, the magnetic compass	
71	Where fitted, Gyro Compass	
72	Where fitted, radar installation	
73	Where fitted, automatic radar plotting aid	
74	Where fitted, echo-sounding device	
75	Where fitted, speed and distance indicator	
76	Where fitted, rudder angle indicator	
77	Where fitted, propeller rate of revolution indicator	
78	Where fitted, variable pitch propeller pitch and operational mode indicator	
79	Where fitted, Automatic identification system	
70	Where fitted, voyage data recorder	
81	Where fitted, ECDIS	

82	Where fitted, GPS	
83	Vessel complies with MGN314 – if not ensure visibility is adequate	
84	Any accommodation facilities meet the requirements of <b>MGN 413 ILO188</b>	
85	Galley cleanliness	
86	Provisions stores, refrigerated spaces, cleanliness	
87	Garbage arrangements	
<b>DECK</b>		
88	Lifeboats, rescue boats, condition, equipment in boats to scale required and in date	
89	Embarkation arrangements and launching appliances for each survival craft including relevant tests and overboard lights	
90	Access to safety equipment	
91	PFD servicing – MGN 548 non SOLAS, MGN 553 SOLAS	
92	<b>Encourage use of PFDs/lifelines even if Risk Assessment says risk of MOB has been eliminated</b>	
93	<b>If PFD requires to be fitted with crotch strap: the crotch strap is in place and in good condition; is not tied up with tape, tie wraps, or any other means that would indicate it is not being used; the crew are made aware of the dangers of wearing a PFD without the crotch strap being connected.</b>	
94	Man Overboard – discuss means of recovering if single handed or recovery with crew	
95	Pilot ladder/Boarding arrangements	
96	Safety of operation of fishing gear, winches, wires, blocks, nets, lines etc (LOLER/PUWER)	
<b>MACHINERY</b>		
97	Main and Auxiliary engines – securely mounted, condition, guards, exhaust, protected no exposed high temperature surfaces, fuel lines	
98	Remote Stops – Test (including haulers/conveyors etc)	
99	Condition of pipework, securing clips, skin fittings, sea cocks and their ease of operation	
100	Electrical systems – alternators, motors etc	
101	Electrical cables – condition/sealed container, securely clipped, electrically safe	
102	Batteries – condition – Emergency and Radio, ventilated	
103	MEGGAR Test record	
104	Fire risks and hazards	
105	Arrangements for oil fuel, lubricating oil and other flammable oils.	
106	Operation of remote means of closing valves on tanks that contain oil fuel, lubricating oil and other flammable oils	
107	Bunding arrangements	
108	Bilge arrangements – <b>means of discharging automatically from engine rooms.</b>	
109	Fuel Filtering arrangements	
110	Bilges – condition, no oil pumped overboard, Disposal arrangement for Oily Water	
111	Fire extinguishing and special arrangements in the machinery spaces. Operation of the remote means of control provided for: - opening and closing of the skylights, release of smoke, closure of the funnel and ventilation openings, closure of doors, stopping of ventilation fans, stopping of oil fuel and other pumps that discharge flammable liquids	
112	Fuel, Type, Stowage, signage, Shut-offs/jettisonable, safety issues	
113	Compressed Air Systems, Calibration of safety valves	
<b>LIFE SAVING APPLIANCES</b>		
114	Lifejackets, with lights. 1 per person, with 10% or min 2 spares. Lifejackets (inc, whistles, retro-reflective material and lights) PFDs to comply with EN ISO 12402, auto inflation and 150 Newtons buoyancy.	
115	Lifeboats, Rescue boats, Survival Craft, Liferrafts. Refer to Code for exact requirements and number fitted to each vessel	
116	SART in lifeboats, Rescue boats and liferafts for vessels in the Northern Region	
117	HRU for each inflatable liferaft, cradles free if appropriate (reduced strength HRU used for smaller liferafts)	
118	2 Safety Harnesses (or higher number to mitigate MOB risk assessment)	
119	Lifebuoys, 4 for 24-45m, 6 for 45-75m, 8 for over 75m. 2 with self-igniting light and self-activating smoke signals, 2 with 18m buoyant line, 50% with light may be combined with smoke. All correctly marked and in date	
120	Immersion suit, rescue boat crew, 1 each, or if not in boats or rafts not requiring entry into water of for vessels in Northern Region	
121	Parachute flares – 12 (MED/SOLAS). Must be in date and in waterproof container	
122	4 Line Throwing apparatus (MED/SOLAS) – readily available, in date	
123	Man Overboard Recovery system – Instructions posted. Crew drilled in <b>use</b> . Readily available. May be in lieu of Rescue boat	
124	LPG Gas Detection and alarm system, visible and audible alarm in space and control position. Test. Notice in space for action to take if alarm sounds	
125	CO Alarms – All vessels with enclosed spaces with fired cooking or heating appliances or where engine exhausts run through wheelhouse or crew space. Lithium battery, tested, maintained, in date and BS EN 50291	
126	406 MHz EPIRB – Registered. Annual Test Certificate <b>for EPIRB.</b>	
127	SART 1 for 24-45m, 2 for 45m and over. Operation	
128	2 Bilge Pumps. Test. <b>Two independent systems for every WT compartment</b>	
129	Bilge Alarms, Fish room, and machinery space. Possible dry spaces, thruster rooms etc. Audible and visual at helm/control. Test	

130	VHF Radio Hand Held – 2 for 24m to 45m, 3 for 45m and over. Operation	
131	Navigation lights and sound signals - as per MSN 1781 <a href="#">Amendment No. 2 or any subsequent document</a>	
132	Charts/nautical publications for intended voyages and up to date	
133	Compass and deviation chart– check – all vessels	
134	Radar reflector – all vessels – Condition, if vessel less than 150gt, should be capable of detecting by radar at 9 and 3 GHz	
135	Signalling Lamp	
136	Anchor and Cable/warp – condition	
137	Medical Stores and kit	
138	Waterproof Torch	
<b>FIRE DETECTION/FIGHTING</b>		
139	Smoke Alarms (accommodation/engine spaces) - Decked vessels.	
140	Fire Detection system – audible and visual alarms (new build show location of fire. Cover machinery, galley, accommodation spaces. 2 power sources	
142	3 Fire extinguishers suitable for accommodation (5 if vessel 60m and over) 3 Fire Extinguishers suitable for oil fires. Capacities, Water and Foam – 9 litre, CO2 3kg, Dry Powder 4.5kg Multipurpose, equivalent to 9 litres. Correct type, condition, adequately maintained, location	
142	2 Power operated Fire pumps and hoses – 24m <sup>3</sup> /hr at pressure 2.5 kg/m <sup>2</sup>	
143	Emergency fire pump, outside machinery spaces	
144	Fire pumps, fire main, hydrants, hoses and nozzles – each pump operated separately, jet of water produced at any part of the ship whilst required pressure maintained in fire main.	
145	1 Fire Blanket (if galley or cooking area)	
146	Fixed Fire fighting system for machinery space – suitable for class of fire, means of operation clearly marked, CO2/ <a href="#">FM200</a> capacity checked. Space gastight. Pipework clear. Advance warning audible and visual in space required. Serviced	
147	Fixed Fire fighting system for galley if SFP not provided. Requires as per Machinery Spaces. Exhaust system operation, maintenance	
148	LPG Flame failure devices and low pressure shut off valve	
149	Fireman's Outfit, BA set, lifeline, torch, fireproof suit, axe, helmet, boots. 1 for 24m-45m, 2 for vessels 45m and over	
150	Fire Control Plan	
151	International Shore Connection	
<b>STABILITY</b>		
152	Stability book (or Roll Test Report)	
153	Inclining Test or Lightship check	
<b>CM File Entries</b>		
<b>ALL VESSELS</b>		
154	Record Freeboard	
155	Crew position on shooting/hauling	
<b>BEAM TRAWLERS</b>		
156	Towing Height above deck	
157	Length of booms	
158	Length of beams	
159	No of scallop bags per side	
<b>TRAWLERS</b>		
160	Towing heights	
<b>NETTER</b>		
161	Where are bins stored	
162	Fish pounded	
<b>STATIC GEAR: POTTERS, CREELERS ETC</b>		
163	Shooting, hauling method	
<b>COMPLETION</b>		
164	If any doubt before completion, contact local MO or Consultant FV surveyor	
165	Certificate Issued or endorsed	

**Surveyor's Notes/Remarks**