

 Maritime & Coastguard Agency	ANNEX 17 OVER 24 METRE FV ANNUAL – INTERMEDIATE - RENEWAL SURVEY AIDE-MEMOIR (For Unclassed Vessels)	Doc No
		MSF 5552
Name of Vessel		Revision
Date		04/18

HULL SURVEY	A	I	R
Weather decks inspected and found satisfactory			
Bulwarks, freeing ports, railings, stairs and ladders			
Superstructures and deckhouses including closing appliances			
Masts, derrick posts, crane foundations			
Hatch Coamings and Hatch Covers			
Penetrations in watertight bulkheads			
General examination of shell plating (or planking) above waterline			
Random survey of holds/tanks, factory decks. Scope dependent on age and condition of vessel.			
Scupper and discharge pipes, together with means of closing			
Factory deck means of disposal of accumulated water			
Examination of anchoring and mooring equipment as far as practicable (without ranging the cables)			
Examination of anchoring and mooring equipment as far as practicable including partially lowering and raising the anchor/s using the windlass			
Anchor/s examined and found in order			
Chain cables ranged, examined and found in good condition. Cables measured and found within limits			
Anchor data	Port	Stbd	Spare
Original Weight (kg)			
Actual Weight (kg)			
Chain Cable data			
Examination of the collision and other watertight bulkheads as far as can be seen			
Safety of operation of fishing gear, winches, wires, blocks, nets, lines etc. (LOLER & PUWER Regs)			
No changes made to Structural Fire protection as far as can be seen			
All manual and automatic fire doors tested			
Closing arrangements of main inlets and outlets of all ventilation systems tested			
Means of escape from accommodation and machinery spaces are satisfactory			
Air vent heads for fuel, ballast and void spaces satisfactory			
Sea water ballast tanks adjacent to heated fuel tanks internally examined			

Internal inspection of representative spaces used for sea water ballast. List spaces examined. If inspections reveal no visible structural defects limit examination to inspection of protective coatings. Where spaces show protective coating has deteriorated and not been renewed maintenance of class may be subject to annual inspections being carried out			
Sea water ballast tanks inspected and tightness test carried out			
Other tanks inspected and/or tested			
Coating of tanks – condition			
Inspection of fish rooms, including lighting, electrical items, refrigeration etc.			
Scope of thickness measurements, see requirements for shell plating, bulkheads, decks, frames etc. (Use Class rules and class authorised thickness measurement firm)			
Shell doors fitted in shelter decks checked for tightness, seals, operation, locking devices			
Launching Appliances – Thorough examination, dynamic test of winch brakes, static test of davit/s			
Wheelhouse doors, windows, side scuttles etc inspected			
Closing appliances of companionways and hatchways to space below the freeboard deck and superstructure deck are effective and in good watertight condition			
Exposed parts of engine and boiler casing on the freeboard or superstructure decks are in good structural condition			
Ventilators, air pipes and sounding pipes including their closing appliances are in good condition			
Side scuttles in the shell plating and superstructure and their deadlights are in good and effective condition			
Deck house windows and deadlights in good condition			
Bridge Controls checked/tested as below:			
Remote control of main engines			
Emergency stop of main engines			
Machinery Alarms			
Emergency stop of main winches and net drum etc.			
Watch alarm system tested			
Internal communication systems tested			
Indicator for gyro compass			
Indicator for rudder angle			
Indicator for main engine revolutions and propeller revolutions			
Indicator for propeller pitch if applicable			
Indicator for speed log			
Indicator for echo sounder			
Course deviation alarm			
Gyro and magnetic compass course comparison			
Bottom Survey for Renewal			
Main and auxiliary steering arrangements including associated equipment and control systems tested and found in order			

Sea connections and overboard discharge valves and their attachment to the hull (scuppers, sanitary discharges etc. with their valves) examined and in good condition. Sea connections operating handles etc. above floor plate level				
Biocide free antifouling system applied to underwater hull or old coating effectively sealed				
External examination of shell plating including bottom and bow plating, stern and stern frame, bilge keels etc. carried out in dry dock or on slip and found in good condition				
Examination of sea chests carried out and found in good condition				
Other arrangements (bow thruster and tunnel etc.) visually inspected and in good condition				
Inspection of rudder in place including plating, coupling to rudder stock, bearings etc. carried out and in good condition				
Inspection of rudder removed from vessel including plating, coupling to rudder stock, bearings etc. carried out and found in good condition				
Clearance of rudder bearings/pintles in mm				
	Neck bearing	Upper Pintle	Lower Pintle	Bottom Pintle
Fore – Aft				
Port – Stbd				
Bush Matl				
Liner Matl				
Condition of coating of underwater part of vessel is such that no corrosion damage affecting class expected before next scheduled docking				
Sacrificial anodes in good condition suitable to last until next scheduled docking				
Propeller shafts and stern tube protected against sea water ingress (oil and grease lubricated only)				
Propeller shaft clearances taken and recorded				
Draught Marks – Condition/accuracy				
MACHINERY SURVEY				
A general examination of the propulsion system, auxiliary machinery, boilers (steam or thermal), hydraulic, pneumatic and other systems and their associated fittings carried out				
Emergency escape routes are free of obstruction				
All precautions against shock, fire, explosion and other electrical hazards are in satisfactory condition				
Alarm clearly audible in engineer's accommodation				
Expansion joints in the sea water systems visually examined				
Arrangement and storage of gaseous fuel for domestic use examined				
Machinery space ventilation operating satisfactorily				
Noise prevention measures machinery space effective				
The bilge pumping system, bilge wells including operation of pumps and level alarms examined and tested as far as is practicable				

Incinerator if fitted is in good condition, tested for safe operation and safety functions			
Communication means between bridge, MCR, Steering Gear room and alt. steering positions tested including engine telegraph. Rudder indicators checked and tested			
Electrical machinery, main and emergency power sources, switchgear etc. tested and satisfactory			
Emergency Lighting system checked and tested			
Normal operation of propulsion main machinery can be effected even if one of essential auxiliaries becomes inoperative			
Meggar Test			
Machinery can be brought into operation from dead ship without external power supply			
Remote control and operation of main and auxiliary machinery from wheelhouse tested			
Unmanned machinery spaces arrangements examined. Alarms, automatic and shutdown functions randomly tested			
Boilers – Visual examination including fittings, safety devices, controls, relief valves and gauges carried out			
Pressure vessels – external examination including fittings and safety devices carried out			
Main and Auxiliary Steering gear including control systems tested. Alarms to be tested			
Means to relay heading information to steering gear checked			
Structural Fire protection and means of escape checked			
Manual and automatic fire doors examined and tested			
Fixed Fire Fighting systems checked			
System checked, maintained and certified by approved specialist every 2 years			
Date of last test			
Date of last level test			
CO ₂ cylinders – At least 10% of the gas cylinders have been checked internally and hydrostatically tested			
For CO ₂ systems – the flexible hoses have been checked and hoses older than 10 years replaced			
Fire Extinguishers – number and location, including spare charges, complies with Record of Safety Equipment. Serviced within last 2 years			
Fire detection system and fire alarm system tested in machinery and accommodation spaces. Alarms, visual and audible comply with requirements			
Remote means for stopping ventilation fans, oil fuel units, oil fuel transfer pumps etc. and quick closing valves for oil fuel and lubricating oil tanks tested			
Means for closing ventilators, funnel openings, skylights, tunnel doors and doorways tested			
Crank web deflection of main engine taken and recorded, copy of results supplied			
Crank web deflection of auxiliary engines, as appropriate, taken and recorded, copy of results supplied			
Axial clearance of thrust bearing taken and recorded mm			
Insulation resistance of generators and essential motors including cabling and switch gear taken and recorded			

Emergency diesel generator switch boards tested									
Emergency bilge suction valve and safety valves tested									
Air receivers – main and control air, drain valves tested									
General examination of machinery and boiler spaces, including tank tops, bilges and cofferdams, sea suctions and overboard discharges with particular attention to propulsion system and fire/explosion hazards carried out									
Periodical surveys of propeller shaft, seals and measurements of shaft clearances have been carried out in accordance with requirements and in the time scale									
Boilers – All boilers internally/externally examined at intervals of 2 yrs until they are 8 yrs old and then annually									
Boilers – tests carried out as below									
No.	Type	Date of Hyd test	Date of Int survey	Date of Ext survey	Test Pressure	Safety Valve set point	Firing or heating method		
Cylinder covers, pistons, cylinder liners, turbochargers, charge air coolers checked and found in order									
Moving parts, crossheads, top end bearings, bottom end bearings (including bolts), main bearings, vibration damper/s, timing gear and drive checked and in order*									
Crankshaft checked/repaired and found in order*									
Welded or cast parts of the engine checked/repaired*									
Holding down bolts, tie rods checked*									
Flexible coupling checked*									
Gearing (casing, wheels, bearings) checked/repaired*									
Intermediate bearings, if fitted, checked*									
Diesel engines for generator sets checked/repaired and found in good order*									
Heat exchangers checked and found in good order									
		No./Position		Internal survey	Pressure Test				
Lub Oil Cooler									
Gear Oil Cooler									
CPP Cooler									
FW Cooler									
Other Cooler/s									
Piping systems checked and found in good order									
		Internal Survey		Pressure Test					
Steam pipes									
Heating coils in tanks									
Piping in tanks									
Ballast pumps, pipes and valves checked									
Sea water cooling pumps, pipes, valves, fittings checked and tested									
Fresh water cooling pumps, pipes, valves and fittings checked and tested									
Fuel oil pumps, pipes, valves and fittings checked and tested									
Heavy fuel oil heating system checked and tested									
Lub Oil pumps, pipes, valves and fittings checked and tested									
Gear Oil pumps, pipes, valves and fittings checked and tested									

CPP Oil pumps, pipes, valves and fittings checked and tested			
Air Compressor pipes, valves and fittings checked and tested			
Boiler pumps (steam and/or thermal) pipes, valves and fittings checked and tested			
Means of preventing water entering open spaces, non return valves, change over devices etc. checked			
Pressure vessels - The following inspections carried out			
	No./Position	Internal Survey	Pressure Test
SW Domestic			
FW Domestic			
Fuel Oil heater			
Lub Oil heater			
FW heater			
Air Receiver			
Air Receiver			
Air Receiver			
Others			
Generators/alternators checked/tested			
Electrical motors for essential consumers checked/tested			
Control, safety and alarms checked/tested			
Accumulators, charging equipment and ventilation checked/tested			
Thermal safety release of electrical oil and water heaters checked/tested			
Windlasses checked and tested			
Mooring and other winches checked and tested			
Fire pumps including piping systems, valves and fittings checked and tested (including isolating valves)			
Emergency Fire Pump including piping systems, valves and fittings checked and tested (including isolating valves)			
Spare parts on board comply with requirements			
No parts of equipment removed or are out of service. If parts removed they are clearly identified as out of use and isolated as necessary			

*Either the surveyor witnesses these checks or is provided with manufacturers recommended service agent copies of work.

SURVEYORS TO RECORD THE FOLLOWING ON THE FILE	
BEAMTRAWLERS	
Towing height above deck	
Length of Booms	
Length of Beams	
No of Scallop bags per side	
TRAWLERS	
Towing heights	
General	
Have Inspection Records as set out in MGN 439 been completed	