

## **PART A**

### **CHAPTER 23**

#### **CHAIN FERRY CERTIFICATES**

##### **23.1 Legal Requirements**

23.1.1 Chain ferries are subject to the Health and Safety at Work Act and therefore the responsibility of the Health and Safety Executive (HSE). A Memorandum of Understanding has been agreed between the Health and Safety Commission and the MCA which delegates powers to the MCA to act on behalf of the HSE to make adequate arrangements for the enforcement of relevant statutory provisions in relation to chain ferries. Similar agreement has been reached between the MCA and the Health and Safety Executive for Northern Ireland. The requirements have been combined into the 'Code of Practice for the construction, machinery, equipment, stability and operation of Chain/wire ferries, carrying passengers and vehicles', (Code of Practice). This code only applies to chain ferries carrying vehicles, and other vessels remain under the responsibility of the HSE.

##### **23.2 Definitions**

23.2.1 The principal definitions relating to the survey and certification of chain ferries are described in section 2 of the Code of Practice.

##### **23.3 Responsibility**

This survey has been delegated to MCA by HSE and no further delegation is possible.

##### **23.4 Surveys Required**

23.4.1 The HSSC does not apply although similar survey 'windows' are used. Section 3 of the Code of Practice details the survey requirements. Ferries will subject to the following surveys:-

- an **Initial Survey**,
- an **Annual Survey**,
- a **Renewal Survey**,
- an **Out of Water Survey**

##### **23.5 Pre-Survey Actions**

23.5.1 The following items shall be checked prior to commencing the survey:

- SIAS
- MCA Survey Files
- New Legislative requirements
- Class Survey Status if classed(via password protected websites)

23.5.2 Remarks from previous surveys and outstanding deficiencies must be resolved to the satisfaction of the surveyor before the issue of a renewal Chain Ferry Certificate, or the endorsement of an existing certificate. Any overdue or postponed conditions of class must be followed up with the attending class surveyor or in the absence of a class surveyor discussed with Survey Operations Branch.

23.5.3 Surveys of Chain Ferries in service are not fee earning. Fees are only charged for new construction surveys and those surveys should only be commenced on receipt of a completed "Application for Survey" form (MSF 5100) and after sufficient fees have been received. Further guidance on fees is described in Part C, Chapter 2 of these instructions.

23.5.4 The relevant Business Support Unit administration team processes the application. CERS/SVD must be interrogated to ensure that the correct ship is on the system; if the vessel is not yet on the system (e.g. newbuild, flag-in), the Administrator (TST) should be contacted, who will check the details and arrange for the vessel to be added to the Single Vessel Database (SVD) if appropriate. A "job control sheet" (MSF 5108) is produced which is then tracked for charter standard purposes. This is then passed to the Manager, or other person nominated by them, who then appoints the Lead Surveyor (LS) for the survey.

## 23.6 Items to be Surveyed

23.6.1 Items to be surveyed must cover sections 4 – 19 in the Code of Practice.

23.6.2 There is no aide memoire for the survey of chain ferries.

## 23.7 Post Survey Actions

### 23.7.1 Deficiencies

23.7.1.1 The lead surveyor is responsible for recording and closing out any deficiencies found during the survey/s in the SIAS database, in accordance with the requirements of Part C Chapter 4 of these instructions.

### 23.7.2 Declarations & Certificates

23.7.2.1 When satisfactory surveys have been completed a **Chain Ferry Certificate** (MSF 1231) should be issued valid for up to 5 years.

### 23.7.2.2 Annual Survey Endorsement

(a) On completion of the annual survey, the certificate should be endorsed accordingly.

(b) Any endorsements made to the owner's copy of the certificate should also be recorded on the file copy of the certificate (or by adding a photocopy of the endorsement page to the file), and on the electronic version of the form, on return to the office.

### 23.7.3 Documents & Records

23.7.3.1 The table below describes the minimum documents to be completed and filed following a survey.

| Item   | Record   |
|--|--|
| Record on SIAS?  | Yes<br>MSF 1602/3 survey & inspection deficiencies   |
| Place copy on registered file, CM.../33/01                   | Yes<br>Chain Ferry Certificate MSF 1231 Annual endorsement<br>Relevant test reports/ results, drawings and photographs |
| Minute required on registered file?                          | Yes  |
| Report Class Related deficiency to Survey Operations Branch? | Yes (when relevant)<br>MSF 1923  |

### 23.8 Fees

23.8.1 When applicable, the Job Control Sheet must be closed out and sent to the relevant Business Unit so that fee accounts may be balanced and relevant refunds made to the customer.

### 23.9 Flow Chart

None.

### 23.10 Special Instructions and Guidance

None

### 23.11 References

23.11.1 'Code of Practice for the construction, machinery, equipment, stability and operation of Chain/wire ferries, carrying passengers and vehicles'. This is available on SCMS under the heading Codes.

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