



中國驗船中心  
CR Classification Society

港口國管制檢查表(到港前使用)  
Pre Arrival PSC Checklist



## A. Master's Office

Item	Common deficiencies	Check Items	Result (fill out each block individually)	Remarks
<b>1. Documentation(Place a ✓ against the applicable items inspected)</b>				
<ul style="list-style-type: none"> <li><input type="checkbox"/> Continuous Synopsis Record</li> <li><input type="checkbox"/> Documented Safety Management System</li> <li><input type="checkbox"/> Approved stability information</li> <li><input type="checkbox"/> Civil Liability Insurance Certificate (Bunkers pollution/oil pollution)</li> <li><input type="checkbox"/> <b>Certificate of Insurance for Removal of Wrecks</b></li> <li><input type="checkbox"/> <b>Financial Security (Repatriation of Seafarers and Shipowners liability)</b></li> <li><input type="checkbox"/> Enhanced survey report</li> <li><input type="checkbox"/> Appropriate cargo documentation</li> <li><input type="checkbox"/> Appropriate cargo publications</li> <li><input type="checkbox"/> Cargo Gear Record Book</li> <li><input type="checkbox"/> Cargo Record Book (NLS Ships)</li> <li><input type="checkbox"/> Document of Authorization (Grain)</li> <li><input type="checkbox"/> Document of Compliance (Dangerous Goods)</li> <li><input type="checkbox"/> P&amp;A Manual (Chemical Tankers)</li> <li><input type="checkbox"/> P&amp;I Insurance (Certificate of Entry)</li> </ul>		<ul style="list-style-type: none"> <li><input type="checkbox"/> Ship type appropriate for the cargo</li> <li><input type="checkbox"/> Evidence of annual test of 406 EPIRB/VDR/AIS</li> <li><input type="checkbox"/> LRIT conformance test report</li> <li><input type="checkbox"/> Shore based radio equipment maintenance agreement</li> <li><input type="checkbox"/> Garbage management plan/record book</li> <li><input type="checkbox"/> Oil Record Book(s)</li> <li><input type="checkbox"/> SOPEP / SMPEP / SEEMP</li> <li><input type="checkbox"/> Official log book entries, records of drills etc.</li> <li><input type="checkbox"/> Survey report file</li> <li><input type="checkbox"/> Cargo securing manual</li> <li><input type="checkbox"/> REEFVTS Users Guide (Australia)</li> <li><input type="checkbox"/> MASTREP and Australian Mandatory Reporting Guide (AMSA Marine Order 63, Australia)</li> <li><input type="checkbox"/> Last PSC report</li> </ul>		
2. Statutory Certificates, Records of ship	Invalid certificates on board, expired	Is the folder of Statutory Certificates complete and up to date? (Best if there is an index in the front page to assist the PSCO to check the ship documentation)	YES / NO*	
3. Certification of officers and rating	Invalid certificates on board, expired	Are all the Seafarers documents in line with the 2010 STCW Convention (Manila Amendments)?	YES / NO*	

Note: The asterisk (\*) means to be followed up and to be dealt with

4. SOPEP	Contact details not up to date	Is the contact details up to date?	YES / NO*	
5. ISM emergency preparedness	Not familiar with the drill	Are the drills carried out regularly and effectively with document evidence?	YES / NO*	

<b>B. Bridge Area</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Nautical publication (tide table, list of lights, list of signal, etc.)	Not up to date/ correct	Are nautical publications valid and as required for the voyage?	YES / NO*	
2. Navigation paper charts	Not up to date/ correct	Are navigation paper charts available on board and updated according to the latest edition of the Notices to Mariners?	YES / NO*	
3. ECDIS (if ECDIS is listed in the ship's Record of Equipment Form E of Cargo Ship Safety Equipment Certificate)	Not up to date	Is ECDIS using appropriate official electronic charts with latest updates and corrections?	YES / NO*	
	Not competent	Are the Master & deck officers in charge of a navigational watch appropriately trained and competent to use ECDIS?	YES / NO*	
	Not familiar with	Can watchkeeping officers demonstrate familiar with ECDIS?	YES / NO*	
4. Lights, shape, sound signals	Mis-fitting of navigation lights	Are navigation lights working in order?	YES / NO*	
5. VDR/ SVDR	Fault indicating	Is the VDR/SVDR working in order? Can VDR/ SVDR record data fully?	YES / NO*	
6. Navigation equipment	Not familiar with	Are all deck officers familiar with AIS and	YES / NO*	

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listed in Form E of Cargo Ship Safety Equipment Certificate (compass, radar, ARPA, AIS, BNWAS etc.)		BNWAS, etc.?		
7. Compass and compass deviation records	Frequently record	Is a valid table or curve of residual deviations for magnetic compass available on board? Is the compass deviation book properly maintained?	YES / NO*	
8. Passage plan	Lack of information	Is the passage plan cover the whole voyage?	YES / NO*	
9. GMDSS installation listed in Form R of Cargo Ship Safety Radio Certificate	Poor knowledge of GMDSS	Are GMDSS officers familiar with operation (including function test) of GMDSS equipment?	YES / NO*	
	Malfunctioned	Are all GMDSS installation working normally?	YES / NO*	
	Low voltage	Are reserve power for GMDSS in good condition?	YES / NO*	
10. EPIRB, SART, two way VHF, VDR/SVDR	Battery expired	Is all the batteries valid?	YES / NO*	
11. Compass Deck	Corroded, antenna broken, vent seized	Is every equipment on the monkey island in order?	YES / NO*	
12. Man-overboard light/ smoke	Expired, damaged lamb	Any expired, damaged?	YES* / NO	
	Incorrect disposition	Is the disposition of quick release device in normal condition?	YES / NO*	

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### C. Deck/Accommodation Area

Item	Common deficiencies	Check items	Result	Remarks
1. Decks, beams, frames, floors, bulkheads	Wasted/ holed	Any corroded, holed or wasted, deformed on deck, in C/H and BWTs?	YES* / NO	
2. Ventilator, air pipes, casings	Wasted/ holed/	Any corroded/ holed?	YES* / NO	
	Absence of markings	Are all ventilators, air pipe heads, casing clearly marked and in good working condition?	YES / NO*	
3. Hatch cover, hatch coaming	Wasted/ holed/ defective weathertight hatch cover, hatch coaming	Any corroded/ deformed hatch cover/ hatch coaming?	YES* / NO	
	Securing device defective/ missing	Is securing device adequate and in place?	YES / NO*	
4. Weathertight doors	Defective weather tightness ( wastage/ defective doors & packing)	Are all weathertight doors in good condition?	YES / NO*	
5. Mooring and anchoring equipment	Wasted/ broken/ defective/ deteriorated	Are winches/ ropes/ wires/ anchor chains /protection guards in good condition?	YES / NO*	
6. Paint locker	Paint drums placed disorderly	Are paint drums placed on the racks?	YES / NO*	
7. Galley, pantry, mess room, food storage, and catering facilities	Unhygienic/ oily	Are galley, pantry, mess room, food storage, and catering facilities hygienic and clean?	YES / NO*	

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8. Emergency generator / switchboard	Deficient emergency generator/ switchboard	Has emergency generator recently been tested? two means of starting in order?	YES / NO*	
9. Emergency lighting	Inoperable emergency lights	Are all emergency lights operating normally?	YES / NO*	
10. Reserve source of energy (battery)	Corroded sitting, lack of maintenance	Is the sitting in good condition? Is the battery operating normally?	YES / NO*	

<b>D. Engine Room/Steering Gear Room Area</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Cleanliness of engine room	Excess oil in engine room	Is the engine room clean?( Clean bilges and tank tops, no oil leaks, no oily rags and no collection buckets or containers placed below machinery or pipes to collect seepage or leaks)	YES / NO*	
2. Propulsion main engine	Leakage of fuel oil	Any leakage of fuel oil or lubricating oil from main engine or other piping?	YES* / NO	
3. Steering gear room	Poor knowledge about emergency steering procedure	Are ship's crews familiar with emergency steering procedure?	YES / NO*	
	Malfunctioned	Is the steering control system (change over) operating normally?	YES / NO*	
4. Communication	Not working	Is the communication between wheelhouse, engine room, and steering gear room functional?	YES / NO*	

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5. Switchboard/ control panel	Low insulation	Any low insulation indication?	YES* / NO	
	Insulation mats missing	Are insulation mats provided accordingly?	YES / NO*	
6. Dampers/ funnel damper	Broken, seized	Any corroded, broken seized damper in E/R	YES* / NO	

<b>E. Fire Safety Measures</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Jacketed piping system for high pressure fuel lines	Improper modification of drain line, leakage alarm system	Are the prevention measures correctly constructed? Are leakage alarm systems operating normally?	YES / NO*	
2. Prevention (fire protection)	Damage to fire proof door	Any damages to the fire doors?	YES* / NO	
	Damage to self-closing fire proof door	Are self-closing devices of fire doors operating normally? (no shims, hold-back hook nor ropes/ wires)	YES / NO*	
	Damage to fire protection on escape trunk	Are there any damages to fire protection for escape trunk?	YES* / NO	
	Damage/ missing to fire protection material	Any damaged/ missing parts of fire protection material?	YES* / NO	
	Defective explosive proof lamp	Any damaged to explosive proof lamp?	YES* / NO	

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3. Fire-dampers, valves quick closing devices, remote control etc.	Inoperable closing devices, wasted fire damper	Any corrosion or wastage on the casing of ventilator for engine room?	YES* / NO	
		Is the internal damper operating normally?	YES / NO*	
	Seized emergency shut-off valves on FO tanks	Are shut-off valves operating normally?	YES / NO*	
4. Fire detection	Inoperative fire detection system	Is fire detection system operating normally?	YES / NO*	
5. Ready availability of fire fighting equipment	Improper arrangement of portable fire extinguishers	Are potable fire extinguishers arranged as shown in the drawing?	YES / NO*	
	Seized valve of fire main hydrant	Are all hydrants operating normally?	YES / NO*	
6. Fire pumps	Inoperable or low pressure of emergency fire pump	Is emergency fire pump operating normally?	YES / NO*	
		Is delivery pressure normal? (tested with two hoses)	YES / NO*	
		Is priming pump operating normally?	YES / NO*	
	Wastage or leaking of fire main	Any leakage from fire main in running condition?	YES* / NO	
	Inoperable isolating valve	Is isolating valve operating normally?	YES / NO*	
7. Fixed fire extinguishing system	Wastage of CO <sub>2</sub> bottle	Any wasted to CO <sub>2</sub> bottle?	YES* / NO	

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	Missing service report	Any effective service report?	YES / NO*	
	Wasted/ holed CO <sub>2</sub> / foam fixed fire extinguishing system	Is CO <sub>2</sub> / foam fire fighting system tested by air blow or water spray?	YES / NO*	
8. Fire fighting equipment	Missing service report of fire extinguishes	Any effective service report?	YES / NO*	
	Defective hoses/ nozzles, leaking hydrants	Any wasted/ missing fire hose/ nozzle or leaking hydrant?	YES* / NO	
9. Personal equipment	Defective fireman's outfit	Any damage or missing to fireman's outfits?	YES* / NO	
	Unserviceable SCBAs	Is the alert of SCBA working normally?	YES / NO*	
	EEBD low pressure	Is the EEBD in good condition?	YES / NO*	
		Is the EEBD for Training in good condition?	YES / NO*	

<b>F. Life Saving Appliances</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Lifeboats	Hull/ attachments defective	Are the hull and attachments of lifeboats maintained properly?	YES / NO*	
	Inoperable lifeboat engine/ steering	Are the engine running properly and the steering operating normally?	YES / NO*	

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	Wasted/ holed structure	Any damage/ wastage of shell or equipment?	YES* / NO	
	Inoperable/ inadequate resetting on-load release mechanism	Is on-load release mechanism operating normally/ properly set?	YES / NO*	
2. Lifeboat inventory	Equipment missing/ expired	Any equipment missing/ expired?	YES* / NO	
3. Embarkation arrangements for survival craft	Wastage of embarkation ladder/ fixed frame	Any wastage to embarkation ladder/ fixed frame/ shackles?	YES* / NO	
	Damaged lights	Are the lights functional?	YES / NO*	
4. Launching arrangements for survival craft	Wasted/ holed davit/sheave/ hooks	Any corrosion or wastage of lifeboat davit or of sheaves and hooks?	YES* / NO	
5. Inflatable liferaft	Service certificate expired/ unsatisfactory storage	Is it clear of obstructions? Is weak link correctly positioned and hydrostatic release in date? Is there an effective service report kept onboard?	YES / NO*	
6. Lifebuoy	Defective attachment	Any deteriorated to lifebuoy?	YES* / NO	
	Smoke signal/ light unit expired	Any expired?	YES* / NO	

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<b>G. Prevention of Pollution from Ships</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Oil filtering equipment	Inoperable separator	Is the separator operational?	YES / NO*	
	Wasted and holed separator casing	Any corrosion or wastage of the casing of oil filtering equipment?	YES* / NO	
	Wasted discharge line	Have the discharge line and the overboard valve (and protection) been checked?	YES / NO*	
	Oily and dirty inside discharge line	Is the inside pipe of discharge oily and dirty?	YES* / NO	
	Fitting of by-pass line	Any by-pass lines fitted to oil filtering equipment?	YES* / NO	
2. 15ppm alarm (G.T. $\geq$ 10,000)	Failure of alarm	Is the 15 ppm alarm operational?	YES / NO*	
	Inoperable automatic stopping device	Is the automatic stopping device operational?	YES / NO*	
3. Oil record book	Data incorrect	Is data correctly entered? Master signature?	YES / NO*	
4. BWM Plan/ Record	Not familiar with	Are ship's officers and crew familiar with ballast water management plan with their duty?	YES / NO*	
5. Sewage treatment system	Inoperable system	Is the system operational?	YES / NO*	
	Wasted casing/ inside	Any corrosion or wastage of the system casing/ piping/ inside?	YES* / NO	
6. Change-over of fuel oil (Low Sulphur)	Not familiar with	Are ship's officers familiar with fuel change-over procedure and record properly?	YES / NO*	

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<b>H. Additional for Bulk Carriers</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Loading instrument	Not familiar with	Are ship's officers familiar with loading instrument?	YES / NO*	
2. Enhanced survey report file	Not filed	Is there a complete file of the enhanced survey report?	YES / NO*	
3. Water ingress system	Fault indicating	Any fault indicating?	YES* / NO	
	Not functional/ power off	Is the water ingress system working in order?	YES / NO*	
4. De-watering arrangement	Not functional	Is the de-watering arrangement working in order?	YES / NO*	

<b>I. Additional for Gas/ Chemical/ Oil Tankers</b>				
Item	Common deficiencies	Check items	Result	Remarks
1. Pump Room	Venting defective	Are the ventilators working in order?	YES / NO*	
2. Portable oxygen/gas measuring instruments	Defective	Are the portable oxygen/ gas measuring instruments working in order?	YES / NO*	
3. Emergency towing procedure and arrangement	Not familiar with	Are ship's crews familiar with emergency towing procedure?	YES / NO*	
4. I.G. system	Defective	Is the I.G. system working in order?	YES / NO*	
5. Oil discharge monitoring	Defective	Is the ODM working in order?	YES / NO*	

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**J. Additional for Container Carriers**

Item	Common deficiencies	Check items	Result	Remarks
1. Cargo securing arrangements	Poor maintenance	Are the lashing/ fittings as per the cargo securing manual and maintained properly?	YES / NO*	
2. Navigation bridge visibility	Obstructed	Any blind sector obstructs the view on the bridge deck?	YES* / NO	

**K. MARITIME LABOUR CONVENTION 2006**

Item	Check items	Result	Remarks
1. Minimum age	Check the crew list are not less than 16 years old	YES / NO*	
2. Medical certification	Check for valid medical certificates in English stating that seafarers are medically fit to perform their duties assigned to them	YES / NO*	
3. Qualification for seafarers	Check the minimum safe manning document to verify the required qualifications of the seafarers/type of ship	YES / NO*	
	Check certificates and endorsements for STCW personnel confirming seafarers' competency with respect to their duties and validity	YES / NO*	
4. Seafarers' Employment Agreements(SEA)	Check if a Seafarers' Employment Agreement (SEA) is signed by both the seafarer and the shipowner or his representative	YES / NO*	
	Check if seafarers have a document containing a record of their employment on board the ship. This document shall not contain any statement as to the quality of the seafarers' work or as to their wages.	YES / NO*	
	Check if a copy of Collective Bargaining Agreement (CBA) that forms part of SEA is available.	YES / NO*	

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	Check if a copy of SRPS Certificate(with annual endorsement) is placed on board	YES / NO*	
5. Wages	Check if seafarers are given a pay slip / copy of bank transfer of their monthly wages.	YES / NO*	
6. Hours of work and hours of rest	Are up to date records of daily hours of rest and work in the approved format available?	YES / NO*	
	Are those hours of rest and work signed by the master and seamen?	YES / NO*	
	Do these hours of rest satisfy the minimum requirement of rest set out in DMLC Part I?	YES / NO*	
7. Manning level of the ship	Check if a sufficient number of seafarers is placed on board	YES / NO*	
8. Accommodation	Check documentation of masters accommodation inspection	YES / NO*	
9. Recreational facilities	Check existence of appropriate recreational facilities	YES / NO*	
10. Food and catering	Check documents to confirm that the ship's cooks are trained, qualified and medically certified.	YES / NO*	
	Is there adequate supply of hot and cool water available in the galley for washing food and cleaning?	YES / NO*	
	Check on-board records to confirm that frequent and documented inspections are made of: <ul style="list-style-type: none"> <li>- supplies of food and drinking water;</li> <li>- spaces used for handling and storage of food;</li> <li>- galleys and other equipment used in the preparation and service of meals.</li> </ul>	YES / NO*	
11. On-board medical care	Check if the ship is conform with the certificate "Council directive 92/29/CE of 31 March 1992 and regulation dated 22 June 2000 (e.g. random check medicaments inventory complete (not out of date), life boat medical kits)	YES / NO*	
12. On-board complaint	Check the document outlining the on-board complaint procedures to confirm	YES / NO*	

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procedures	that the procedures are functioning on the ship, paying particular attention to the right of representation and to the required safeguards against victimization.		
	Check if seafarers are provided with a copy of the on-board complaint procedures in the working language of the ship.	YES / NO*	

Signature / Date :

\_\_\_\_\_ Master

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