



## Summary Report – Vessel and Survey Details

<b>Vessel's Name:</b>		<b>Flag:</b>	
<b>Previous Name:</b>		<b>Previous Owner:</b>	
<b>Vessel Type:</b>		<b>Class:</b>	
<b>GRT:</b>		<b>IMO No.</b>	
<b>Year &amp; Place Built:</b>		<b>Port(s) of Survey:</b>	
<b>Owner's Name &amp; Nationality:</b>		<b>Crew Nationality:</b>	
<b>Manager's Name &amp; Nationality:</b>		<b>Survey Company:</b>	
<b>Trading Area:</b>		<b>Surveyor(s):</b>	
<b>Survey Type:</b>	Initial or Follow – Up	<b>Date of Survey</b>	
<b>Operational Status:</b>	Loading / Discharging / Layby / Anchored		

---



**B - MACHINERY & MACHINERY SPACES**

<b>1.</b>	<b>Main Engines and Thrusters:</b> (type, quantity, configuration, cylinders and BHP)
<b>Technical Details:</b>  <b>Condition:</b>	
<b>2.</b>	<b>Boilers:</b>
<b>Technical Details:</b>  <b>Condition:</b>	
<b>3.</b>	<b>Generators:</b> (type, quantity and design output)
<b>Technical Details:</b>  <b>Condition:</b>	
<b>4.</b>	<b>Pumps:</b> (cargo, ballast, fire and bilge)
<b>Technical Details:</b>  <b>Condition:</b>	
<b>5.</b>	<b>Steering Gear:</b> (main and emergency)
<b>Technical Details:</b>  <b>Condition:</b>	
<b>6.</b>	<b>Deck Machinery:</b> (windlass, mooring winches/capstans, cargo winches, etc.)
<b>Technical Details:</b>  <b>Condition:</b>	

<b>7.</b>	<b>Cleanliness and visual condition of Machinery Spaces / Pumprooms etc.</b>
<b>Technical Details:</b>	
<b>Condition:</b>	
<b>8.</b>	<b>Dynamic Positioning System: (DP Class?)</b>
<b>Technical Details:</b>	
<b>Condition:</b>	
<b>9.</b>	<b>Others:</b>

**C - SAFETY & NAVIGATION EQUIPMENT**

State if vessel exempted from provision of safety/fire fighting, radio or navigation equipment

<b>1.</b>	<b>Life Saving Appliances:</b>	
Technical Details:		
Condition:		
<b>2.</b>	<b>Fire Fighting Appliances:</b>	
Technical Details:		
Condition:		
<b>3.</b>	<b>EHQ's - Location &amp; Number:</b>	
<b>4.</b>	<b>GMDSS Station / Communications Equipment:</b>	
Equipment operational?		Yes / No
Master confident in demonstrating:-		
Distress operation?		Yes / No
Commercial operation text/voice?		Yes / No
Distress operating instructions displayed in a common language?		Yes / No
Log Book maintained and up to date?		Yes / No
Date of Last entry		
<b>5.</b>	<b>Navigational Equipment, Navigation Charts &amp; Publications:</b>	
Navigation equipment operational?		Yes / No
Charts and publications up to date & corrected?		Yes / No
Date of last N to M?		
Are paper or electronic charts in use?		
<b>6.</b>	<b>Stability Booklet: (Approved by?)</b>	
<b>7.</b>	<b>Grain Stability Booklet endorsed per SOLAS 74: (Approved by?)</b>	
<b>8.</b>	<b>Others:</b>	

**D - POLLUTION PREVENTION**

<b>1.</b>	<b>Oil Record Book:</b>	
Completed correctly / accurately Date of last entry:-		
<b>2.</b>	<b>Bunker Operations - Checklists &amp; Standing Orders Displayed?</b>	
<b>3.</b>	<b>Oil / Water Separator:</b>	
Operating instructions displayed?		Yes / No
15 ppm alarm tested?		Yes / No
"by pass"/"magic pipe"?		Yes / No
<b>4.</b>	<b>Shipboard Contingency Plan (SOPEP/SMPEP):</b> (State date & organisation approving plan)	
<b>5.</b>	<b>Garbage/Refuse Disposal:</b>	
Garbage management plan available / implemented?		Yes / No
Garbage disposal requirements displayed in prominent locations?		Yes / No
Arrangements in place for stowage/disposal?		Yes / No
Metal garbage cans available where appropriate		Yes / No
Supply of garbage bags: (plastic / paper)?		Yes / No
Storage area/space clean and tidy?		Yes / No
Garbage disposal log maintained? Last entry:		Yes / No
<b>6.</b>	<b>Ballast Water Management Compliance:</b> (Detail status of compliance with BWM Legislation)	
<b>7.</b>	<b>Others:</b>	

**E - GENERAL**

1.	All class / statutory certificates valid?	Yes / No
	List those due to expire in next 90 days?	
	Place and Date of last Special Survey (SS)?	
	Date of next scheduled dry-docking?	
2.	List any outstanding Conditions of Class or Class Recommendations	
3.	Vessel issued with ILO Maritime Labour Convention (ILO MLC) 2006 Maritime Labour Certificate? a) ILO MLC Issue date b) ILO MLC Expiry date c) Place and details of issuing Authority	Yes / No
	Declaration of Maritime Labour Compliance issued? a) Part I issued by? - (Competent Authority) b) Part II issued by? - (Owner / Ship Manager)	Yes / No
4.	Certified for ISM Code?	Yes / No
	a) DoC issue date b) DOC expiry date c) Place and details of issuing Authority d) Last annual audit date.	
	a) SMC issue date b) Expiry date c) Place and details of issuing Authority d) Intermediate audit date.	
	ISM implemented and working?	Yes / No
	Drug and alcohol policy implemented onboard? Date last unannounced Drug test	Yes / No
5.	Certified for ISPS Code	Yes / No
	a) International Ship Security Certificate (ISSC) issue date b) Place and details of issuing Authority c) Intermediate audit date d) Expiry Date	
	Security Plan implemented and working?	Yes / No

6.	Certified for IAPP?	Yes / No
	a) IAPP Issue date b) Place of issue c) Expiry Date?	
	IAPP implemented and working?	Yes / No
7.	Certified for Annex IV?	Yes / No
	a) Issue date b) Place of Issue? c) Expiry Date?	
	Requirements of MARPOL annex IV implemented?	Yes / No
8.	Number of crew on board?	
	Crew nationalities?	
	Crewing complies with Safe Manning Document?	
	Vessel appropriately manned?	
9.	Club safety posters, Risk Alerts and assorted DVD's available?	Yes / No
	Other training and industry materials such as Nautical Institute publication "The Navigator" available?	Yes / No
10.	<b>Others:</b>	



**F - SUMMARY AND CONCLUSIONS OF CONDITION & VESSEL'S CARGOWORTHINESS**State cargo worthiness tests conducted during survey and results of all tests:

1. General Cargo / Container / Bulk Carrier		
Test		Remarks
Hatch covers weathertightness tested? (ultrasonic testing preferred).	Yes / No	
Hold bilge suctions and non-return valves tested?	Yes / No	
Ballast tanks surrounding cargo holds hydrostatically tested? Tanks and associated sounding pipes, air vents and manhole covers watertight.	Yes / No Yes / No	
2. Tankers		
Test		Remarks
Hydrostatic test of cargo tank bulkheads? Last test Date	Yes / No	
Pressure test of cargo pipelines? Last test Date	Yes / No	
Heating coils function and pressure test? Last test date?	Yes / No	
Inert gas system function test? Last test date?	Yes / No	
Pressure/vacuum valves function test? Last test date	Yes / No	
Tank configuration: Number and grades of cargo carried with two (2) valve separation		
3. RO/RO and Passenger Vessels		
Test		Remarks
Shell doors/ramps tested for weathertightness.	Yes / No	
Heavy items in public areas secured against unintentional movement?	Yes / No	

**Surveyor's opinion of vessel's cargoworthiness:**

The surveyor / considers\* / does not consider\* / the vessel to be cargoworthy (\*delete where applicable)

Surveyor must advise / comment on the following principle areas:

- a) Cargo-worthiness
- b) Seaworthiness
- c) SOLAS compliance
- d) MARPOL compliance
- e) Implementation of ISM Code
- f) Implementation of ISPS Code
- g) Validity of all certification
- h) Conditions of Class
- i) Last and Next SS / DD information
- j) Local effect on certification
- k) Reasons for any outstanding Recommendations
- l) Reasons for any outstanding Tests/Requirements
- m) Next trading indicating cargo type/destination/estimated arrival
- n) Any other relevant information

**NOTES**

***This report, and any accompanying documentation or photographs, has been compiled for the sole use of the Association for insurance purposes only. It should not be disclosed to any third parties without prior written permission from the Association.***

***The information contained in this report, and any accompanying documentation or photographs, is not exhaustive as to the general condition of the ship and should not be relied upon by members or by any other party as any assurance, representation or warranty as to the condition of the ship and nothing herein shall prejudice the Club's rights under the insurance policy, in the event of a dispute between the Club and the member relating to the condition of this ship.***

SHIP NAME:

IMO NO:

PORT:

DATE:

**LIST OF DEFICIENCIES****Notes:**

- A. Leave 1 copy onboard with the Master & attach 1 copy to the summary & formal reports.
- B. Add more rows as required.
- C. For follow-up surveys the status of all defects, recommendations and outstanding tests & requirements is to be noted as either **COMPLETED**, **IN PROGRESS** or **OUTSTANDING**
- D. All deficiencies that present a claims risk to the Club are to be noted as Defects. These to be rectified to the satisfaction of the Club.

NO.	SECT. REF <sup>1</sup> .	DEFECTS	REMEDIAL ACTION REQUIRED
1			
2			
3			
4			
5			
6			

- E. All outstanding tests, requirements and inspections are to be noted as such and not as defects.

NO.	OUTSTANDING TESTS / REQUIREMENTS
1	
2	

F. Identify issues considered to be potential risks / enhancements / best practice that the member should consider implementing, but that may not necessarily be a legislative requirement under the vessel's administration

NO.	OBSERVATION	RECOMMENDATION
1		
2		

**TOTALS:**

DEFICIENCY	OUTSTANDING	IN PROGRESS	COMPLETED
Defects			
Tests/Requirements			
Observations			

**DEFECT CATEGORIES SUMMARY TABLE**

	A	B	C	D	E
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

<sup>1</sup> – Sect Ref numbers to reference back to Summary report format.

**Document History:**

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Changes</b>
8.0	22/10/2018	JCT	<b>Section D6</b> – Ballast Water Management Section added <b>Deficiencies Table:</b> - Add defect section tracking column and formatting <b>Document History</b> – New section added <b>General</b> – Version reset at 8.0 and general formatting of document
8.1	29/07/2019	JCT	<b>Deficiencies Table:</b> - Clarify requirement for Sect. Ref. column entry <b>General</b> – Version reset at 4.1 and general formatting of document