



SMALL PASSENGER VESSEL K-BOAT CHECKLIST



• In-Service • ♦ Reduced Annual Annual Expanded Annual COI

Vessel Name: _____ VIN: _____ MISLE Activity: _____ Date: _____
Location: _____ User Fee: Y N Inspector(s): _____
Vessel Rep: _____ Owner/ Operator Phone: _____ Email: _____
Build Date: _____ Max PAX: _____ O/N Accom: _____ Hull: FRP Wood Alum Steel// Hi-Speed

• Annual Focus Area

Certificates & Documents

- ♦ Certificate of Inspection (COI).....115.302 / CG001
- ♦ Stability letter.....170.210 / 01326
- Merchant Mariner Credentials (MMCs).....15.515 / 01201
- Drug & alcohol program (Swabs).....122.212 / 18299
- ♦ Maintenance & service records.....115.810 / 07199
- ♦ Muster & emergency instructions.....122.510 / 04108
- ♦ Certificate of Documentation (COD) (>5 NT) or
Commercial State Registration.....67.313 / CG003
- FCC Permit, Certs & Licenses...47-80.13 & .1001 / 01104

Logs & Manuals

- Vessel's Log (I, >65' w/49 O/N).....122.282 / 01305
 - ♦ EPIRB Test (>3nm).....122.728 / 11199
 - ♦ Drills (New mbrs & every 3 months).....122.520 / CG004
 - ♦ Maintenance of survival craft.....122.702 / 11199
- Waste/Garbage Mgmt Plan.....121.702 / 14503
(Route >3nm, Domestic)
- Crew/Pax list (O/C & ON/ports).....122.502 / 10127
- Voyage plan (O/C or ON).....122.503 / 10127
- Passenger count.....122.504 / 10127
- Safety orientation.....122.506 / 10127

Bridge/Navigation Systems

- ♦ Internal comms & control systems.....121.602 / 04116
- Radar(s) (O/LC/GL/LBS/R >1nm).....121.404 / 10103
- Magnetic compass (O/LC/GL/LBS).....121.402 / 10105
- GPS(O).....121.410 / 10115
- Radio telephone (>20m, PDV).....121.502 / 05103
- Nav lights & dayshapes.....33-83.20 / 10109
- Sound signaling devices.....33-83.33 / 10109
 - Nav pubs, charts.....121.420 / 10111
- Steering system controls.....119.600 / 13199
- ♦ Gauges at Helm:119.530 / 08199
 - RPM (not Old T-L), Jacket Water Temp, Oil Press
 - Bilge high level alarms
 - Automatic bilge pump indicator
- ♦ Distress signals.....117.68 / 11116
 - Marked, W/T (O/C/LC – 6/6) (LBS/R – 3/3)

General Health & Safety

- Top decks marked max Pax.....122.602 / 01310
- Accommodations (Crew & Pax).....116.800 / 09198
 - 74" x 24" x 24" No more than 3 high
 - Escape route access • General alarm
- Means of escape (Accom/E/R).....116.500 / 07120
 - 2 widely separated/ ≥32" • Emergency lighting
 - "EMERGENCY EXIT, KEEP CLEAR" - 2" Letters
- Mess deck and galley spaces.....121.220 / 09124
 - Cooking fuel restrictions – no gas/open flame
 - Cooking equipment – Grab rails, locking
 - LPG/LNG-Remote shutoff valve
 - Structural fire protection (B-15)
 - Grease extraction hood (UL710)
- First aid kit.....121.710 / 09112
- Portable lights.....120.430 / 04103
 - ≥2 onboard; op station & E/R access
- No unsafe conditions/practices exist.....115.830 / 09298
- Paint locker.....118.400 / 07109
 - Class 1 Div 1 or intrinsically safe Enclosed space
 - Means to secure ventilation Steel or equivalent

Structural Fire Protection

- ♦ Boundaries maintained.....116.405 / 07101
- General outfitting/arrangement.....NVIC 9-97 / 07101
- Ceilings, trim, & finish.....116.422 / 07101
- ♦ Doors.....116.435 / 07105
- Balconies.....116.439 / 07105
- Draft stops.....116.415 / 07115
- Passageways/stairways clear.....116.423 / 07101
- Mattress approval.....116.405 / 09116
- Through-penetration fire stops.....NVIC 9-97 / 07103

Lifesaving Equipment

- ♦ EPIRB (O or ≥ 3NM GL).....117.64 / 05111
- ♦ Life jackets.....117.71 / 11118
 - # Adults; # Child
 - Lights (O/C/GL); Placard
- ♦ Ring Life Buoys.....117.70 / 11117
 - # w/light(s); # w/ 60' line(s)
- ♦ Liferaft & IBA.....117.200 / 11108
- ♦ Lifeboat & BA.....117.200 / 11108
- ♦ Rescue boat117.210 / 11130
- ♦ Launching appliance(s).....117.130 / 11112

Firefighting Systems

- ♦ Fire main & pump.....118.300 / 07110
- Fire stations.....118.320 / 07110
- ♦ Portable Fire Extinguishers.....118.500 / 07110
- ♦ Semi-portable firefighting.....118.500 / 07110
- Fire axe(s)(>65').....118.600 / 07110

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- ♦ Fixed fire extinguishing systems.....118.400 / 07109
- Fire & smoke detection systems.....177.410 / 07106

Machinery & Aux Systems

Steering gear.....115.814 / 02105

- Emergency steering unless duplicate controls/multi-screw propulsion

Fuel oil service system.....119.435 / 13199

- ♦ Shutoff valves (tank connection, ≤ 12" w/in space & shielded) & engine end of fuel line
- Suitable metal marine type strainer
- Nonmetallic flexible hoses and fittings
- Double hose clamps, lengths permitted, approved standards

Main propulsion system(s).....119.200 / 13101

- At least 2 means of stopping the engine
- Protective covers/guards
- System hull penetrations
- Keel coolers w/shutoff valve (external)
- Operational test
- Gauges: Engine RPM (K), Jacket water temp, LO pressure

Unfired pressure vessels (UPVs).....61.10-5 / 13199

- Data plate(s)
- External (5 yrs)/Internal (5 yrs when accessible)
- Pressure gauges/Relief device (2/5, <3yrs; <10%±Limit)

Potable water system.....54.01-15 / 09130

- ♦ Bilge system.....119.520 / 13104

- Operational test Visual & audible alarm (>26')
- Portable hand bilge (if required)

Exhaust system (wet & dry).....119.425 / 13199

- Dry Exhaust pipes are suitably insulated
- Wet Exhaust insulation or water jacketed prior to cooling; suitable strainer

Auxiliary Boiler(s).....115.812 / 13199

Electrical Systems

Switchboard & distribution panel.....120.330 / 02108

- Dry, ventilated, enclosed, drip shield

Main service generator/prime mover.....120.310 / 13102

- 2 sources of power for vital systems
- ≥ 50 Volts, voltmeter & ammeter (AC)
- Overcurrent device
- Reverse Power Relay (parallel ops)
- Protective Cover/Guards

Lighting systems.....120.410 / 09203

- Guard/hi-strength material
- Emergency lighting operational test

Battery installation.....120.350 / 02108

- Properly installed/secured/located
- Large installations in a room/box - Class I, Div I space
- Ammeter connected in the charging circuit

Electrical cable & fixtures.....120.340 / 02108

- Supports (≤24") No sharp radius or bends

Hazardous area components.....120.530 / 02108

- Paint lockers Gasoline or fuels w/flashpoint of ≤ 110F

Structural/Watertight Integrity

- ♦ Hatches & WT doors.....171.124 / 03107

Class 2 & 3: local/remote controls, alarms, time

Watertight bulkhead penetrations.....171.114 / 03199

Locations-high & inboard; watertight; no sluice valves

Hull structure.....116.300 / 02199

Damage, wastage & fractures No unauthorized repairs

Pollution Prevention

Sewage system.....33-159.57 / 14402

- Operation; Capacity; MSD approval
- Instructions & warning placard posted
- Overboard discharge valve is closed & secure

Garbage handling.....121.702 / 01320

- Plan compliance Handling of plastics
- Placards posted (>26')

Oil pollution prevention.....33-155.450 / 14502

- Placard posted (>26')
- Bilges free of debris & excessive oil.....115.830 / 07126

Vessel General Permit (VGP)....CG-543 PL 11-01 / 99103

Discharges & Log entries

Topside Equipment

- ♦ Freeing ports & scuppers.....171 Subpart H / 03112

No modifications; unobstructed

Ground tackle, mooring lines.....121.300 / 09228

Suitability; Operation; Condition

- ♦ Port lights & vent openings.....171.117 / 03106

- Covers - readily available & operational
- Closing devices - proper fit & seal

Fuel tank venting.....119.450 / 02107

- Condition and location Vent size
- Flame screen(s)

Rails & guards.....116.900 / 03103

- Heights & courses (39.5", 200lb point load, 50lb uniform load)
- Storm rails; Guards for vehicles

Security (International, >150 Passengers)

VSP/ASP.....33-104.120 / 16103

Secured

Amendment(s)

Security records.....33-104.235 / 16107

- Records of Training/Drills
- Declarations of Security (DoS)
- Annual exercise/Audit

Security equipment.....33-104.292 / 16107

- Equipment matches plan
- Maintenance records

- ♦ Crew's security knowledge.....33-104.200 / 16106

CSO/VSO

VSO knowledge of responsibilities

Crew's knowledge of their responsibilities

Compliance with MARSEC

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• **Human Factors & Safety Culture/Drills**

These questions are a sample of potential questions that a marine inspection can use to determine the efficacy of a safety culture aboard a vessel. Crews that are unable to provide satisfactory answers may be considered for a flag state detention.

-Does the vessel create voyage plans?

Who creates/monitors/verifies them and what are the criteria?

-How often is lifesaving equipment checked by the crew (rafts, lifejackets, provisions, instructions, etc.)?

-What is the process of reporting/discarding/replacing faulty lifesaving system parts?

-How do you track preventative maintenance?

-What are your procedures if you receive an alarm?

-How often is the bilge system tested?

-What is the process for ordering CG approved equipment such as lifejackets or flares?

-What is the process for making vessel alterations?

-Does the vessel anchor? Describe the process.

-What procedures and watches are followed for overnight voyages?

-Do you know the limits of your stability letter/route?

-What is your response to any injuries onboard?

-What is your response to marine casualties?

-What is your response to loss of steering/propulsion?

-Do you have procedures for charging non-permanent lithium-ion batteries?

-What are the crew members' responsibilities for responding to an emergency?

-What are the crew members' responsibilities for the safe operation of the vessel?

Emergency Drills General

-How do you check the weather prior to getting underway?

-What are your procedures if you suspect inclement weather while you are underway?

-How does the crew conduct crowd control during an emergency?

-How are crew members selected/ how is the crew rotation determined?

-What training is required for crew members and how often are emergency drills conducted for crew members on each vessel?

-How do you perform/evaluate/track your drills?

-What are the responsibilities for each crew member during emergency situations?

-How often are your emergency systems (emergency lighting, emergency alarms, public address system, etc.) operated and inspected for proper function?

-Did the drill follow the emergency instructions and/or placards posted?

Fire Drill.....122.524 / 04109

-Did crew member sound alarm?

-Did crew member attempt initial action?

-Verify effective comms with master/crew/pax.

-Did the Master turn the vessel into the wind, slow down, etc, and make announcements to crew/pax and make the call to local CG or good sam vessels?

-Verify crew's familiarity with use of equipment

-Did crew effectively fight fire with fire extinguishers, close off ventilation closures, secure power and fuel?

-Did the crew understand the agent(s) used?

-Did the crew know how to operate and deploy the Fixed Fire Extinguishing System and/or fire pump?

-How often do you charge a fire hose during drills?

Man Overboard Drill.....115.808 / CG004

-Witness launching and use of rescue boat

-Verify readiness and condition of rescue platform

-Verify effective comms with master/crew/pax.

-Did the crew throw 'Oscar' overboard?

-Did the crew call out "man overboard," vessel side and point to the victim?

-Did crew throw aid or other flotsam overboard?

-Was the waterlight attached to the ring life buoy and was it deployed immediately?

-Did the Master return on reciprocal?

-Did Master sound danger signal, mark position, course and speed, announce situation to crew/pax and simulate comms to CG/good Samaritan vessels?

-Did the Master approach the victim with a plan and was he successful?

-Did the crewmembers properly don PFDs, take control of the situation and direct passengers as appropriate?

-When alongside, did crewmembers have a plan for retrieving the victim?

-Verify ability to recover a helpless person

-When the victim was recovered, did the crew complete basic first aid that included the ABCs?

Abandon Ship Drill.....115.808 / 04110

-Verify all lifejackets are correctly donned

-Witness means of launching survival craft

-Did the Master simulate broadcasting a mayday on the VHF radio and provide the vessel position, number of persons onboard and type of distress?

-Did the crew have a plan on how to deploy and marshal the vessel's primary lifesaving devices?

-Did the Master simulate activating the EPIRB?

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International

PSSC	SOLAS I/12 / 01103
EIAPP (Diesel >130kW).....	MARPOL VI/13.1 / 01125
IAPP & Supplement (>400 ITC).....	MARPOL VI/8 / 01124
IAFS w/Record	AFS Article 3 / 01131
IEEC (>400 ITC)...MEPC.203(62),CVC PL 13-02 /	01138
IOPP (>400 ITC).....	MARPOL I/9 / 01117
SOVC MARPOL IV (>400 ITC).....	33-159.53 / 01119
Credentials.....	STCW I/2.6 / 01299
<i>STCW/VSO/GMDSS endorsements</i>	<i>TWIC</i>
ILLC (>150 ITC or ≥79').....	175.122 / 01108
ISM-DOC.....	SOLAS IX/4.2 / 01106
ISM-SMC.....	SOLAS IX/4.3 / 01107
ISSC & CSR.....	SOLAS 14 XI-1/5.5.2 / 01122
Tonnage Certificate.....	69.69 / 01132
Garbage Placards, Plans, & Records	
<i>Placard (>12m length).....</i>	<i>MARPOL 10.1.1 / 14502</i>
<i>Management Plan (≥15 POB).....</i>	<i>MARPOL 10.2 / 14503</i>
<i>Record Book (≥15 POB).....</i>	<i>MARPOL 10.3 / 01320</i>
Official logbook.....	122.280 / 01305
Maintenance Records.....	SOLAS IV/15 / 11199
<i>Survival craft.....</i>	<i>SOLAS III/20.7 / 05116</i>
<i>Test reports for VHF-DSC, AIS, LRIT & SSAS..</i>	<i>SOLAS IV / 17</i>
SOPEP (>400 ITC).....	184.702 / 01314
Transfer Procedures (≥250 bbls).....	184.702 / 14105
Vessel's training log.....	SOLAS III/35 / 01305
Oil Record Book (>400 ITC).....	33-151.25(b) / 01315
Voyage data recorder.....	SOLAS V/20 / 10114
AIS.....	SOLAS V/19.2.4 / 10113
Bridge navigation equipment.....	SOLAS V/19.2 / 10105-7
<i>Spare magnetic compass</i>	
<i>Pelorus or compass bearing device</i>	
<i>Electronic plotting aide</i>	
<i>Speed & distance measuring device</i>	
Immersion suit.....	199.70 / 11119
Outfits/equipment.....	SOLAS II-2/10.10.2 / 07111
Fire Control Plan.....	SOLAS II-2/15.3 / 07122
Int'l Shore Connection.....	SOLAS II-2/10.2.1.7 / 07118
Communication equipment (Sea Area)	
NAVTEX.....	47-80.1101 / 05110
Portable VHF(s).....	47-80.1095 / 05109
AIS-SART.....	SOLAS III/6.2.1 / 11123
GMDSS radio equipment.....	47-80.1095 / 05118
LRIT.....	33-169.205 / 10137
<i>Conformance test report</i>	
Depth sounder.....	SOLAS V/19.2.3.1 / 10117

Wood Addendum

- Survival craft.....117.200 / 11101/4/8/27
- Bilge & high-water alarms.....119.530 / 13104
- Subdivision & damage stability.....116.100 / 02199
 - Collision bulkhead* *Subdivision*
- Wood hull.....115.610 / 02199
- Wood hull fasteners.....NVIC 7-95 / 02199
- Internal inspection of wood hull.....115.610 / 02199
- Repair(s).....115.610 / 02199

Submit any change requests to CG-CVC@uscg.mil.