<table>
<thead>
<tr>
<th>Name of Vessel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official Number</td>
</tr>
<tr>
<td>Class</td>
</tr>
<tr>
<td>Date Completed</td>
</tr>
<tr>
<td>Location</td>
</tr>
<tr>
<td>Vessel Built in Compliance with SOLAS:</td>
</tr>
<tr>
<td>Route</td>
</tr>
<tr>
<td>Oceans</td>
</tr>
<tr>
<td>Limited Coastwise</td>
</tr>
<tr>
<td>Lakes / Bays / Sounds</td>
</tr>
<tr>
<td>Coastwise</td>
</tr>
<tr>
<td>Great Lakes</td>
</tr>
<tr>
<td>Rivers</td>
</tr>
<tr>
<td>Inspection Type</td>
</tr>
<tr>
<td>Inspection for Certification (COI)</td>
</tr>
<tr>
<td>Annual Inspection</td>
</tr>
<tr>
<td>Periodic Inspection</td>
</tr>
<tr>
<td>Reinspection</td>
</tr>
<tr>
<td>First</td>
</tr>
<tr>
<td>Second</td>
</tr>
<tr>
<td>Third</td>
</tr>
<tr>
<td>Inspectors</td>
</tr>
<tr>
<td>1.</td>
</tr>
<tr>
<td>2.</td>
</tr>
<tr>
<td>3.</td>
</tr>
<tr>
<td>4.</td>
</tr>
</tbody>
</table>
Total Time Spent Per Activity:

<table>
<thead>
<tr>
<th>ACTIVITY TYPE</th>
<th>ACTIVITY TRAINING</th>
<th>(PERS) MI</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL ADMIN HOURS</td>
<td>TOTAL TRAVEL HOURS</td>
<td></td>
</tr>
</tbody>
</table>

Conversions:

### Distance and Energy

- Kilowatts (kW) \times 1.341 = Horsepower (hp)
- Feet (ft) \times 3.281 = Meters (m)
- Long Ton (LT) \times .98421 = Metric Ton (t)

### Liquid (NOTE: Values are approximate.)

<table>
<thead>
<tr>
<th>Liquid</th>
<th>bbl/LT</th>
<th>m³/t</th>
<th>bbl/m³</th>
<th>bbl/t</th>
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<tbody>
<tr>
<td>Freshwater</td>
<td>6.40</td>
<td>1.00</td>
<td>6.29</td>
<td>6.29</td>
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<tr>
<td>Saltwater</td>
<td>6.24</td>
<td>.975</td>
<td>6.13</td>
<td>5.98</td>
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<tr>
<td>Heavy Oil</td>
<td>6.77</td>
<td>1.06</td>
<td>6.66</td>
<td>7.06</td>
</tr>
<tr>
<td>DFM</td>
<td>6.60</td>
<td>1.19</td>
<td>7.48</td>
<td>8.91</td>
</tr>
<tr>
<td>Lube Oil</td>
<td>7.66</td>
<td>1.20</td>
<td>7.54</td>
<td>9.05</td>
</tr>
</tbody>
</table>

### Weight

- 1 Long Ton = 2240 lbs
- 1 Metric Ton = 2204 lbs
- 1 Short Ton = 2000 lbs
- 1 Cubic Foot = 7.48 gal
- 1 Barrel (oil) = 5.61 ft = 42 gal = 6.29 m³

### Temperature: Fahrenheit = Celsius (°F = 9/5 °C + 32 and °C = 5/9 (°F – 32))

<table>
<thead>
<tr>
<th>°F</th>
<th>°C</th>
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<tr>
<td>0</td>
<td>-17.8</td>
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<tr>
<td>32</td>
<td>0</td>
</tr>
<tr>
<td>40</td>
<td>4.4</td>
</tr>
<tr>
<td>50</td>
<td>10.0</td>
</tr>
<tr>
<td>60</td>
<td>21.1</td>
</tr>
<tr>
<td>70</td>
<td>21.1</td>
</tr>
<tr>
<td>80</td>
<td>26.7</td>
</tr>
<tr>
<td>90</td>
<td>32.2</td>
</tr>
<tr>
<td>100</td>
<td>37.8</td>
</tr>
<tr>
<td>110</td>
<td>43.3</td>
</tr>
<tr>
<td>120</td>
<td>48.9</td>
</tr>
<tr>
<td>150</td>
<td>65.6</td>
</tr>
<tr>
<td>200</td>
<td>93.3</td>
</tr>
<tr>
<td>250</td>
<td>121.1</td>
</tr>
<tr>
<td>300</td>
<td>148.9</td>
</tr>
<tr>
<td>400</td>
<td>204.4</td>
</tr>
<tr>
<td>500</td>
<td>260.0</td>
</tr>
<tr>
<td>1000</td>
<td>537.8</td>
</tr>
</tbody>
</table>

### Pressure: Bars = Pounds per square inch

<table>
<thead>
<tr>
<th>1 Bar</th>
<th>2 bars</th>
<th>3 Bars</th>
<th>4 Bars</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.5 psi</td>
<td>29.0 psi</td>
<td>43.5 psi</td>
<td>58.0 psi</td>
</tr>
<tr>
<td>5 Bars</td>
<td>6 Bars</td>
<td>7 Bars</td>
<td>8 Bars</td>
</tr>
<tr>
<td>72.5 psi</td>
<td>87.0 psi</td>
<td>101.5 psi</td>
<td>116.0 psi</td>
</tr>
<tr>
<td>9 Bars</td>
<td>10 Bars</td>
<td>11 Bars</td>
<td>12 Bars</td>
</tr>
<tr>
<td>130.5 psi</td>
<td>145.0 psi</td>
<td>150.5 psi</td>
<td>160.0 psi</td>
</tr>
</tbody>
</table>
Use of Hull Inspection Book:
This inspection book is intended to be used as a job aid by Coast Guard marine inspectors during hull inspections of U.S. flagged vessels. The lists contained within this book are not intended to limit the inspection. Each marine inspector should determine the depth of inspection necessary. A checked box should be a running record of what has been inspected. It does not imply that the entire system has been inspected or that all or any items are in full compliance. This job aid does not constitute part of the official inspection record.

This document does not establish or change Federal laws or regulations. References given are only general guides. Refer to IMO publications, CFRs, NVICs, or any locally produced cite guides for specific regulatory references. Not all items in this book are applicable to all vessels.

NOTE: Guidance on how to conduct hull inspections of U.S. flagged vessels can be found in the Marine Safety Manual (MSM) Volume II, Chapter B1: Inspection of Vessels for Certification. All MSM cites listed in this book refer to MSM Volume II unless otherwise indicated.

Pre-inspection Items:
- Review MISLE records.
  - COI
  - Vessel Critical Profile
- Obtain copies of forms to be issued.

Post-inspection Items:
- Issue letters/certificates to vessel.
- Complete MISLE activity.
- Initiate Report of Violation (ROV) if necessary.
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<table>
<thead>
<tr>
<th>Deficiency</th>
<th>Req’t. Issued / Date Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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</tr>
</tbody>
</table>

**Section 1: Administrative Items**

**IMO Applicability Dates:**

<table>
<thead>
<tr>
<th>Reference</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOLAS 1960</td>
<td>26 MAY 65</td>
</tr>
<tr>
<td>SOLAS 1974</td>
<td>25 MAY 80</td>
</tr>
<tr>
<td>1978 Protocol to SOLAS 1974</td>
<td>01 MAY 81</td>
</tr>
<tr>
<td>1981 Amendments (II-1 &amp; II-2)</td>
<td>01 SEP 84</td>
</tr>
<tr>
<td>1983 Amendments (III)</td>
<td>01 JUL 86</td>
</tr>
<tr>
<td>Various additional amendments to SOLAS</td>
<td></td>
</tr>
<tr>
<td>MARPOL 73/78 Annex I</td>
<td>02 OCT 83</td>
</tr>
<tr>
<td>MARPOL 73/78 Annex II</td>
<td>06 APR 87</td>
</tr>
<tr>
<td>MARPOL 73/78 Annex III</td>
<td>01 JUL 92</td>
</tr>
<tr>
<td>MARPOL 73/78 Annex V</td>
<td>31 DEC 88</td>
</tr>
<tr>
<td>MARPOL 73/78 Annex VI</td>
<td>08 JAN 09</td>
</tr>
<tr>
<td>IBC Code</td>
<td>After 01 JUL 86</td>
</tr>
<tr>
<td>BCH Code</td>
<td>Prior to 01 JUL 86</td>
</tr>
<tr>
<td>COLREGS 1972</td>
<td>15 JUL 77</td>
</tr>
<tr>
<td>Various additional amendments to COLREGS</td>
<td></td>
</tr>
<tr>
<td>Load Line 1966</td>
<td>21 JUL 68</td>
</tr>
<tr>
<td>STCW 1978</td>
<td>28 APR 84</td>
</tr>
<tr>
<td>1991 Amendments</td>
<td>01 DEC 92</td>
</tr>
<tr>
<td>1994 Amendments</td>
<td>01 JAN 96</td>
</tr>
<tr>
<td>1995 Amendments</td>
<td>01 FEB 97</td>
</tr>
</tbody>
</table>
**Recommended U.S. Vessel Deficiency Procedures:**

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Identify deficiency.</td>
</tr>
<tr>
<td>2</td>
<td>Inform vessel representative.</td>
</tr>
<tr>
<td>3</td>
<td>Record on the Deficiency Summary Worksheet (next page).</td>
</tr>
<tr>
<td>4</td>
<td>If deficiency is corrected prior to end of inspection, go to Step 7.</td>
</tr>
<tr>
<td>5</td>
<td>If deficiency is unable to be corrected prior to end of inspection, issue CG-835 in accordance with table below.</td>
</tr>
</tbody>
</table>

**IF deficiency:**

<table>
<thead>
<tr>
<th>THEN issue CG-835:</th>
</tr>
</thead>
<tbody>
<tr>
<td>That provides a specific time for correcting deficiency, e.g.,</td>
</tr>
<tr>
<td>• “X” number of days</td>
</tr>
<tr>
<td>• At next drydock</td>
</tr>
<tr>
<td>That restricts operation of vessel to meet current vessel conditions, e.g.,</td>
</tr>
<tr>
<td>• Reduced route</td>
</tr>
<tr>
<td>• Increased crew</td>
</tr>
<tr>
<td>• Fewer passengers</td>
</tr>
<tr>
<td>That requires the deficiency to be corrected prior to operating vessel (“NO SAIL” item), e.g.,</td>
</tr>
<tr>
<td>• Prior to carrying passengers</td>
</tr>
<tr>
<td>• Prior to carrying cargo</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IF deficiency:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does NOT immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, e.g.,</td>
</tr>
<tr>
<td>• Missing placards</td>
</tr>
<tr>
<td>• Non-metallic expansion joints more than 10 years in service</td>
</tr>
<tr>
<td>Allows vessel operations to be MODIFIED to meet less stringent requirements, e.g.,</td>
</tr>
<tr>
<td>• Expired international certificates</td>
</tr>
<tr>
<td>• Automation defect</td>
</tr>
<tr>
<td>• Insufficient lifesaving equipment</td>
</tr>
<tr>
<td>DOES immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, and cannot be modified to meet less stringent requirements, e.g.,</td>
</tr>
<tr>
<td>• Missing or defective firefighting equipment</td>
</tr>
<tr>
<td>• Structural defect or damage</td>
</tr>
<tr>
<td>• Substantially not in compliance with approved VSP or ASP.</td>
</tr>
</tbody>
</table>

| 6    | Enter CG-835 data in MISLE. |

**Involved Parties & General Information:**

<table>
<thead>
<tr>
<th>Vessel’s Representatives:</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
</tr>
<tr>
<td>__________________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone Numbers:</th>
</tr>
</thead>
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<tr>
<td>__________________________</td>
</tr>
<tr>
<td>__________________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Owner—Listed on DOC (if applicable), or COFR:</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
</tr>
<tr>
<td>__________________________</td>
</tr>
<tr>
<td>❑ No Change</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operator</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________</td>
</tr>
<tr>
<td>__________________________</td>
</tr>
<tr>
<td>❑ No Change</td>
</tr>
</tbody>
</table>
Security Drill:

- Observe security drill exercising the activation of the provisions in the VSP or ASP related to a security threat, breach, security communications, change of security level, or other security related incident or action as described in the VSP or ASP.
- Drill selection and location shall be as directed by the Master and VSO.
- Critique Drill with VSO/CSO

Location: ________________________________
Notes: ________________________________

Company Security Officer

- No Change

Vessel Security Officer

- No Change
Vessel Information:

<table>
<thead>
<tr>
<th>Classification Society</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISM Issuer: Same as above?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>Recognized Organization?</td>
</tr>
</tbody>
</table>

**NOTE:** The period of validity for ISM documents should correspond to the following list. If they do NOT, ISM documents should be further investigated.

- 5 years = Full term (SMS and DOC)
- 12 months = Interim (DOC)
- 6 months = Interim (SMC)
- 5 months = Short term (SMC)

| Gross Tons | No Change |
| Net Tons | No Change |
| Built Date (use delivery date) | No Change |
| Overall Length (in feet) | No Change |

Vessel Description:

- Container Vessel
- Ro/Ro Passenger Vessel
- Ro/Ro Cargo
- Oceanographic Research Vessel
- Bulk Carrier
- Nautical School Ship
- Passenger Vessel
- Other

Abandon Ship Drill:

- General alarms/signals
- Familiarity with duties
- Boat release
- Muster lists
- Provide equipment
- Boat operation
- Muster of crew/passengers
- Familiarity with equipment
- Egress procedures
- Crew response
- Lower lifeboat
- Davit-launched liferaft drill
- Language understood by crew
- Brake operation
- Communication w/ bridge
- Lifejackets
- Engine start
- Lighting

(SOLAS 74/78 III/18.3; MSM Vol. II/C5.C.7.h)

Location: 
Time to Water: 
Notes: 

________________________
________________________
________________________
________________________
________________________
________________________
________________________
________________________
Section 4: Drills

Fire Drill:

- Initial notifications
- General alarms/signals
- Crew response
- Properly dressed/equipped
- Language understood by crew
- Space isolation
- Familiarity with duties
- Familiarity with equipment
- Fire pumps started
- Two jets of water
- Communications w/ bridge
- Arrange care of passengers
- Fire doors and dampers

(SOLAS 74/78 III/18.3; MSM Vol. II/D5.C.7.i; NVIC 6-91)

Location: ___________________________ Time on Scene: ______

Notes: __________________________________________________________
__________________________________________________________
__________________________________________________________
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Section 2: Certificates and Documents

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<td>☐ No Change</td>
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</table>

<table>
<thead>
<tr>
<th>Endorse Date</th>
<th>Exp. Date</th>
<th>Issue Date</th>
<th>Port Issued</th>
<th>ID #</th>
<th>Issuing Agency</th>
<th>USCG</th>
<th>USCG</th>
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<tbody>
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40
<table>
<thead>
<tr>
<th>Endorse Date</th>
<th>Exp. Date</th>
<th>Issue Date</th>
<th>Port Issued</th>
<th>ID #</th>
<th>Issuing Agency</th>
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</thead>
<tbody>
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</tbody>
</table>

**Name of Certificate**

- Passenger Ship Safety (PSS)
- International Load Line (ILL)
- International Oil Pollution Prevention (IOPP)
- International Tonnage (ITC)
- Safety Management (SMC)
- Document of Compliance (DOC)

- No Change
- ✓ No Change
- □ No Change

**Notes:**

- Security measures for monitoring
  - IAW VSP
  - Lighting
  - Test intrusion alarms
  - Emergency search procedures

- ASP Implemented in its entirety

- Amendment and audit
  - Users of ASP's are required under condition of ASP approval to conduct yearly audit and advise submitting organization if amendment is needed.
  - CSO / VSO audit letter attached to VSP as required ISSC
  - Audits conducted as required (annually or after vessel modifications)

Should an enforcement inspection reveal that an owner/operator has correctly implemented an approved ASP in its entirety but security vulnerabilities exist in the vessel operation, the COTP shall be advised. Under 33 CFR 104.415 (a) (ii) for vessels or 33 CFR 105.415 (a) (ii), the Coast Guard can determine that an amendment is necessary and advise the organization that submitted the ASP for approval accordingly. Following such notification, it will be necessary for the original submitting organization to provide their proposed amendment to the Commandant (CG-543) for review and approval. If the submitting organization does not wish to amend the ASP, the vessel owner must submit a VSP for the vessel to the MSC.

**Notes:**

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

6
Security systems and equipment maintenance
- Testing completed IAW manufacturer’s recommendations
- Working properly, effectively functions IAW VSP.
- Ship Security Alert System (SSAS)

Security measures for access control
- Access points examined – signs posted in conspicuous locations.
- Control areas for authorized dangerous substances / devices
- Means of identifying unauthorized personnel
- TWIC for unescorted access to secure areas

Security measures for newly hired employees (Pending receipt of TWIC)
- Access permitted for up to 30 days if:
  - Has applied for TWIC
  - Accompanied by TWIC holder in secure areas
  - Operator enters new hire personal info in HOMEPORT
  - Notified via HOMEPORT that new hire has passed initial name check.
- Provision does not apply to CSO, VSO or individual hired to perform security duties

Security measures for restricted areas
- Secure areas protected
- Properly marked
- Control measures adequate
- Do not conflict with safety measures

Security measures for handling cargo
- Identifying cargo tamper
- Identifying approved cargo
- Access point – inventory control
- Checking cargo for dangerous substances

Security measures for delivery of vessel stores and bunker
- Security procedures followed
- Standing agreements valid

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<thead>
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<tbody>
<tr>
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<td>No Change</td>
</tr>
<tr>
<td>Port Issued</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exp. Date</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ID #</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Issuing Agency</td>
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</tr>
</tbody>
</table>

33 CFR 104.260 IAW ASP

33 CFR 104.265 IAW ASP

33 CFR 104.267 IAW ASP

33 CFR 104.270 IAW ASP

33 CFR 104.275 IAW ASP

33 CFR 104.280 IAW ASP
**Continuous Synopsis Record:**
(SOLAS Vessels only)
Review Record and Enter Most Current Data

<table>
<thead>
<tr>
<th>Flag State:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Registered:</td>
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<td>Ship ID #:</td>
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<tr>
<td>Ship Name:</td>
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<td>Port of Registry:</td>
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<tr>
<td>Registered Owners:</td>
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<tr>
<td>Company-as defined in SOLAS Chapter IX:</td>
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<tr>
<td>Issuer ISM DOC:</td>
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<td>Issuer ISM SMC:</td>
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<td>Issuer ISSC:</td>
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</tbody>
</table>

- Drills and exercises
- Breaches of security
- Change in MARSEC levels
- Maintenance, calibration, and testing of security equipment.
- Security threats
- Annual audit of the VSP
- Declaration of Security (DoS)
- Retained for Two years

- **MARSEC level coordination and implementation**
  - Proper MARSEC level
  - MARSEC level at least at current port level

- **Communications**
  - Vessel security personnel
  - Facility
  - National and local authorities
  - Demonstrate communications operations consistent with the ASP

- **Declaration of Security (DoS)**
  - Required for cruise ships or manned CDC bulk vessels and any vessel or facilities with which it interfaces.
  - Valid (for MARSEC level and effective time period)
  - Must have last 10 or continuous DoS reviewed at interval consistent with MARSEC level.
  - Signed

Notes: ____________________________________________________
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33 CFR 104.240
IAW ASP

33 CFR 104.245
IAW ASP

33 CFR 104.255
33 CFR 104
Compliance Documentation
- Copy of ASP aboard vessel
- Vessel Specific Security Assessment (VSA) completed
- Letter to MSC stating use of approved ASP and that it has been fully implemented

Master
- Aware of responsibility and authority with regards to MTSA

Company Security Officer (CSO)
- Training / experience
- Valid TWIC
- See list of example questions

Vessel Security Officer (VSO)
- Training / experience
- Valid TWIC
- See list of example questions

Company or vessel personnel with security duties
- Training / experience
- Valid TWIC
- See list of example questions

Security Training for all other vessel personnel
- Training

Certificates:
- ISM Code
  - Safety Management System
  - Shipboard Operations Plan
- Stability letter posted in pilothouse
  - 46 CFR 78.12-1
  - 46 CFR 97.11-1
  - ICLL Reg. 10(2)
- Annual drug and alcohol program audit
  - 46 CFR Part 16
- Officers’ licenses current
- Transportation Worker ID Credential (TWIC)
  - All MMC holders
  - All non-MMC holders with security duties or unrestricted access to restricted areas.

GMDSS endorsement
- FCC Station License
- Safety Radio Certificate

GMDSS maintenance personnel
- 1st Class Radiotelegraph Operator’s Certificate
- 2nd Class Radiotelegraph Operator’s Certificate
- 3rd Class Radiotelegraph Operator’s Certificate

Required international safety convention certificates posted and valid
- Liferaft servicing certificates
  - Annual service
- Cargo Gear Certificate
  - 46 CFR 91.37-75

Notes:
- Vessel Record Keeping Requirements
  - Training
**Logs and Manuals:**

- **Lifesaving equipment maintenance record**
  - 46 CFR 199.190(e)
  - SOLAS 74/78 III/19
  - Periodic checks as required
  - Visual inspection of survival craft/rescue boat and launching appliances
  - Operation of lifeboat/rescue boat engines
  - Lifesaving appliances, including lifeboat equipment examined

- **Emergency training and drills**
  - SOLAS 74/78 III/18
  - Onboard training in use of lifesaving equipment (all crew members)
  - SOLAS training manual
  - Logbook records
  - 46 CFR 199.180
  - Fire and lifeboat drills
  - SOLAS 74/78 III/18.5
  - General alarm tested
  - SOLAS 74/78 III/25

- **Bridge log**
  - SOLAS 74/78 V/19
  - Pre-arrival tests conducted
  - STCW 95 I/14
  - Casualties (navigation equipment and steering gear failures reported)
  - SOLAS 74/78 II-1/22.1
  - 33 CFR 164.53
  - Steering gear drills
  - SOLAS 74/78 II-1/25
  - 46 CFR 97.35
  - Emergency steering drills

- **Stability information**
  - 46 CFR 78.17-20
  - 46 CFR 97.15-5
  - SOLAS 74/78 II-1/22.1

- **Information available to master (as required)**
  - 46 CFR 78.17-22
  - 46 CFR 97.12-1
  - Loading manual
  - Trim and stability book

**Alternative Security Program (ASP):**

Vessels operating under the auspices of an approved ASP are required to address the relevant areas cited in 33 CFR parts 104. However, the ASP provision of the rule has provided a mechanism by which segments of the maritime industry, through application by the industry associations or other representative groups, are able to tailor their program to the unique functions inherent of their specific operations. The result is a set of relevant, performance-based security measures for the industry groups choosing to utilize an approved ASP. For this reason, the inspector of a vessel using an approved ASP may find that certain language or security measures contained in some parts of the rule will differ from the language or security measures listed in the ASP. Additionally, an industry or group may determine that a section of the regulations is not applicable to their operations. For example, a passenger vessel group may state in their ASP that they do not need to address 33 CFR 104.275 or 33 CFR 105.265, respectively – security measures for handling cargo – because they do not handle cargo of any type.

In those cases where both the vessels and the facilities serving those vessels are owned and/or operated by the same entity, an alternative plan may recognize that the same party is responsible for security in both areas and approve an approach that addresses vulnerabilities and mitigation strategies for the vessels and the facility under one ASP. Therefore, the inspector will not be using separate plans for the vessels and the facility to determine compliance and, likewise, will not see some citations addressed in the plan if they are redundant between 33 CFR 104 and 33 CFR 105.

---

**Notes:**

- Name of approved ASP
  - 33 CFR 104.140
Pollution Prevention Records:

- Oil record book (Part 1)  
  - Each operation signed by person-in-charge  
  - Each complete page signed by master  
  - Book maintained for 3 years  
  MARPOL Ax. I/20 33 CFR 151.25

- Shipboard oil pollution emergency plan  
  - Approved by Coast Guard / class society  
  - Contact numbers correct  
  - Immediate Actions List  
  MARPOL Ax. I/26.1 33 CFR 151.26

- Vessel response plan  
  (vessels carrying oil as secondary cargo)  
  - Approved by Coast Guard  
  - Annual review by owner / operator  

- Oil transfer procedures  
  - Posted  
  - List of products carried by vessel  
  - Description of transfer system including a line diagram of piping  
  - Number of persons required on duty  
  - Duties by title of each person  
  - Means of communication  
  - Procedures to top off tanks  
  - Procedures to report oil discharges  
  33 CFR 155.720

- Non-tank Vessel Response Plan  
  - Approved by Coast Guard  
  33 CFR 155

Notes: ____________________________________________________  ____________________________________________________  ____________________________________________________  ____________________________________________________

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Section 3: Inspection Items

Navigation Equipment:

- Navigation publications (as applicable)
  - Current and corrected charts
  - U.S. Coast Pilot
  - Great Lakes Pilot
  - Sailing directions
  - Coast Guard Light List
  - Notice to mariners
  - Tide tables
  - Tidal current tables
  - International Rules of the Road
  - Inland Rules of the Road

- Operationally test radar(s) and ARPA
  - 2 required if over 10,000 GT
  - Operate independently
  - ARPA acquires targets

- Compasses
  - Illuminated gyrocompass with repeater at stand
  - Illuminated magnetic compass
  - Current deviation table

- Test electronic depth sounding device and recorder
  - Accurate readout
  - Test all transducers
  - Continuous recorder (chart)

- Speed and distance indicator

Security measures for monitoring
- IAW VSP
- Lighting
- Test intrusion alarms
- Emergency search procedures

Security Incident Procedures
- Witness during drill

Additional requirements for passenger vessels or ferries

Additional requirements for cruise ships

Additional requirements – vessels on international voyages
- ISSC issued
- CSR updated

Vessel Security Assessment Report
- Reviewed and attached to VSP

Vessel Security Plan
- Reviewed

Amendment and audit
- CSO / VSO audit letter attached to VSP as required ISSC
- Audits conducted as required (annually or after vessel modifications)

Ship Security Alert System (vessels subject to SOLAS only)
- On the bridge and one other location
- Designed to prevent inadvertent activation
- Covert (unmarked, silent, and need to know)
- Tested IAW VSP

Notes:

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Security systems and equipment maintenance

- Testing completed IAW manufacturer’s recommendations
- Working properly, effectively functions IAW VSP.
- Ship Security Alert System (SSAS)

Security measures for access control

- Access points examined – signs posted in conspicuous locations.
- Control areas for authorized dangerous substances / devices
- Means of identifying unauthorized personnel
- TWIC for unescorted access to secure areas

Security measures for newly hired employees (Pending receipt of TWIC)

- Access permitted for up to 30 days if:
  - Has applied for TWIC
  - Accompanied by TWIC holder in secure areas
  - Operator enters new hire personal info in HOMEPORT
  - Notified via HOMEPORT that new hire has passed initial name check.
  - Provision does not apply to CSO, VSO or individual hired to perform security duties

Security measures for restricted areas

- Secure areas protected
- Properly marked
- Control measures adequate
- Do not conflict with safety measures

Security measures for handling cargo

- Identifying cargo tamper
- Identifying approved cargo
- Access point – inventory control
- Checking cargo for dangerous substances

Security measures for delivery of vessel stores and bunker

- Security procedures followed
- Standing agreements valid

- Propulsion shaft tachometer
  - SOLAS 74/78 V/12

- Voyage Data Recorder (VDR)
  - SOLAS 74/78 V/20
  - Simplified (SVDR) if permitted

- Long Range Identification & Tracking (LRIT)
  - SOLAS 74/78 V/19-1
  - Conformance Test Report

- Automatic Identification System (AIS)
  - SOLAS 74/78 V/20
  - 33 CFR 164.46

- Radio equipment
  - Radios, RDF, Loran
  - Electronic position fixing device tested
  - GMDSS meets requirements for vessel operating area
  - SOLAS 74/78 V/12
  - 33 CFR 26.03
  - SOLAS 74/78 V/7
  - SOLAS 74/78 V/12
  - SOLAS 74/78 V/12
  - NVIC 9-93

Security measures for delivery of vessel stores and bunker

- Security procedures followed
- Standing agreements valid

Notes:

_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
Internal communications and control system
• EOT failure alarms
• Telephones
• Voice tubes
• Emergency loudspeaker system
• Public address system
• Bell pulls
• Pilothouse controls

Navigation lights and signals
• Control panels
• Running lights
• Anchor lights
• Special day and night signals
• Distress signals and stowage
• Flag signals, international code
• Whistle, light, bells, gongs
• Day and night signal devices
• Certificate of Alternate Compliance

Steering gear
• Main gear tested (all stations)
• Auxiliary gear tested (all stations)
• Instructions and markings
• Rudder angle indicator
• Illumination
• Alarms
• Block diagram

Maneuvering facts sheet with warning statements

Company or vessel personnel with security duties
• Training / experience
• Valid TWIC
• See list of example questions

Security Training for all other vessel personnel

Vessel Record Keeping Requirements
• Training
• Drills and exercises
• Breaches of security
• Change in MARSEC levels
• Maintenance, calibration, and testing of security equipment.
• Security threats
• Annual audit of the VSP
• Declaration of Security (DoS)
• Retained for Two years

MARSEC level coordination and implementation
• Proper MARSEC level
• MARSEC level at least at current port level

Communications
• Vessel security personnel
• Facility
• National and local authorities
• Demonstrate communications operations consistent with the VSP

Declaration of Security (DoS)
• Required for cruise ships or manned CDC bulk vessels and any vessel or facilities with which it interfaces.
• Valid (for MARSEC level and effective time period)
• Must have last 10 or continuous DoS reviewed at interval consistent with MARSEC level.
• Signed

Notes: ____________________________________________________
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MTSA/ISPS Compliance

Vessel Security Plans (VSP):
(If using ASP, skip to next section)

- Compliance documentation
  - Approved Vessel Security Plan
  
- Waiver
  - Approved by CG-543
  
- Equivalents
  - Approved by CG-543
  
- Maritime Security (MARSEC) directive
  - Proper safeguards
  - Incorporated into VSP
  
- Master
  - Aware of responsibility and authority with regards to MTSA
  
- Company Security Officer (CSO)
  - Training / experience
  - Valid TWIC
  - See list of example questions

- Vessel Security Officer (VSO)
  - Training / experience
  - Valid TWIC
  - See list of example questions

EPIRB (406 MHz)
- Float-free arrangement
- Battery date current
- Hydrostatic release

GMDSS lifeboat radios (VHF)
- 3 if over 500 GT
- Operable condition

9 GHz radar transponder (SART)
- Freight vessels > 300 GT and < 500 require 1
- Freight vessels > 500 GT and passenger vessels require 2
- Stowed so to be rapidly placed in survival craft or stowed in survival craft

NAVTEX

General Health and Safety:

- Hospital and first aid equipment
  
- Operating room explosion-proof
  
- Emergency lighting

- Protection of spaces specially suited for vehicles
  - Gas detection systems
  - Electrical hazardous locations

- Crew and passenger accommodations
  
Notes:

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Galley
- Equipment
- Sanitation
- Ventilation

Means of escape from accommodation, machinery, and other spaces
- Two required (some exceptions)
- Dead end corridors
- Absence of locks

Gas freeing for repairs
- Current Gas Chemist Certificate for areas as required
- Date __________________________
- Chemist No. ______________________

Structural Integrity:
Hull structure (list inaccessible compartments or areas)
- Decks
- Shell
- Bulkheads
- Tank tops
- Strength members

Hull openings and closures
- Side ports
- Air ports and dead covers
- Refuse chutes
- Hatch covers
- Closing devices, gaskets
- Light / water test

Deck openings and closures
- Closing devices
- Gaskets
- Light / water test

Cargo oil containment
- Size
- Drains
- Scupper closures

Fuel oil containment
- Portable
- Fixed

Prohibited oil spaces

Emergency shutdown

Deck lighting

Oil transfer hose
- Condition
- Markings
- Hose assembly requirements
- Tests and inspections

Fuel tank vents
- Flame screens
- Closures
- Pollution containment

Garbage
- Shipboard garbage properly disposed

Notes: ___________________________________________________
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<thead>
<tr>
<th>Topic</th>
<th>Page</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Passenger vessels: structural fire protection</td>
<td></td>
<td>- Draft stops</td>
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<td>- Fire dampers</td>
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<td>- Bulkheads</td>
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<td>- Insulation</td>
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<td>- Ventilation</td>
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<td>Cargo and miscellaneous vessels: structural fire protection</td>
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<td>Fire doors and controls tested</td>
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<td>- Machinery space and stair towers</td>
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<td>- Not tied or blocked open</td>
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<td>- Installed closure devices working</td>
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<td>Remote controls to power ventilation marked and tested</td>
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<td>Closures for spaces protected by fixed smothering systems</td>
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<td>International shore connection</td>
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**Pollution Prevention:**

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<td>Pollution placard posted</td>
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<td>MARPOL V placard posted</td>
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<td>Person-in-charge designation</td>
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**Guards, ladders, rails, and gangways**

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<thead>
<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>(including accommodation ladders or pilot ladders)</td>
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<tr>
<td>Elevators and escalators</td>
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<td>Watertight doors in subdivision bulkhead tested by:</td>
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<tr>
<td>- Local control by hand</td>
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<td>- Local control by power</td>
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<td>- Remote control by hand</td>
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<td>- Remote control by power indicators</td>
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<tr>
<td>Cargo gear examined (in absence of Cargo Gear Certificate)</td>
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<td>- Records</td>
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<td>- Safe Working Load markings</td>
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<td>Exercise valves and controls</td>
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<td>- Bilge valves</td>
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<td>- Overboard discharge valves</td>
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<td>- Equalizing valves</td>
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<td>- Remote control</td>
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<td>- Reach rods</td>
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<tr>
<td>Bilge wells, cofferdams, and suctions</td>
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<td>Bulkhead penetrations</td>
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<td>Piping protection</td>
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**Notes:**

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Notes:
Hull marks
- Name
- Hailing port
- Official number
- Net tonnage

Draft marks
- Legible
- Properly sized
- Properly spaced

Load line marks
- Conform to certificate
- Legible

Integral Cargo Tanks:

Warning notices and signals posted

Pumps
- Pumps and controls
- Relief valves
- Piping-valves
- Lighting and wiring
- Cofferdams

Cargo spaces
- Trunks and hatches
- Ullage openings
- Liquid level gauges
- Deck penetrations
- Heating coils
- Internal examination

Fixed extinguishing systems
- Controls, instructions, marking
- Alarms tested
- Piping
- Heads, distribution
- Bottles weighed annually
- Bottles hydrostatically tested (every 12 years)
- Flexible loops tested or replaced (10% per year)
- Foam tanks (refilled or tested)
- Sprinkler head tank
- Storage space / door

Type of system: (circle appropriate type)

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<thead>
<tr>
<th>Low Pressure</th>
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<th>Foam</th>
<th>Sprinkler</th>
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<tr>
<td>Low Pressure</td>
<td>High Pressure</td>
<td>Halon</td>
<td>Foam</td>
<td>Sprinkler</td>
</tr>
<tr>
<td>CO₂</td>
<td>CO₂</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Fire main system
- Hydrants (2 effective streams)
- Nozzles and spanners
- Fog applicators (<6 feet in length, in engineroom)
- Hose
  - UL approved
  - Correct length
- Markings
- Equipment compatible

Fire stations
- Drains

Total length of all hose tested ____________
- Hydrostatically tested to at least 100 psi
- Proper threads
- Approved hose

Notes: ___________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
Placard of lifesaving signals

Pilot ladder and hoists in good condition

Station bill posted

Fire Protection Equipment:

- Fire control plan
  - Permanently posted
  - Copy permanently stored in weathertight container outside deckhouse

- Patrol system
  - Stations properly numbered and sealed
  - Key clock charts

- Fire detection systems
  - Smoke/fire alarms
  - Remote pull stations
  - Smoke/flame/heat detectors and sensors

- Portable extinguishers
  - Serviced annually
  - Bottles hydrostatically tested (every 5 years)
  - Markings (weight and hydrostatic test date)
  - Spare charges, spare extinguishers

- Semiportable extinguishers
  - Serviced annually
  - Bottles hydrostatically tested (every 12 years)
  - Controls, instructions, markings
  - Hose and diffuser
  - Flexible loops tested or replaced (same as bottle)

- Cargo piping
  - Expansion joints
  - Controls
  - Supports
  - Hoses-drip pans
  - Valves

- Cargo tank venting
  - Independent PV valves
  - Independent goosenecks
    - Flame screen
    - Closure device

- Explosion-proof fixtures

- Independent tanks, fixed, portable, or marine portable
  - External examination
  - Date of internal examination
  - Date of hydrostatic test
  - Metal information plate
  - Marking and labeling
  - Saddles; foundation and stowage
  - Piping and valves
  - Relief valves
  - Lifting fittings
  - Securing devices
  - Pump and controls
  - Cargo hose
  - Electrical grounding
  - Firefighting requirements
  - Authorized cargo

Notes:
Ground Tackle:
- Anchors
  - Tested
  - Windlass
  - Capstans
    - Automatic tensioning device
- Mooring, standing and running gear (other than gear covered by Cargo Gear Certificate)
  - Anchors
  - Tested
  - Windlass
  - Capstans
- Field Tackle:
  - Tested
  - Windlass
  - Capstans
  - Automatic tensioning device
  - etc.

Lifesaving Equipment:
NOTE: Exemptions and alternatives for vessels not subject to SOLAS can be found in 46 CFR 199.600.

- General alarms
  - Controls
  - Batteries and fuses
  - Tested
  - Markings
  - Bell locations audible
- Type of lifeboat
  - Davit launched
  - Free fall
- Lifeboats stripped, cleaned and inspected
  - Date of annual servicing
- Lifeboats and work boats
  - Hull and fittings
  - Tanks and fittings
  - Cradles
  - Grips
  - Compressed air cylinders
  - Markings

Notes: ___________________________________________________

Lifefloats and buoyant apparatus
- Equipment
- Stowage
- Markings

Line-throwing apparatus
- Equipment
- Required drills held
- Magazine
- Type ______________________________

Lifebuoys
- Lights
- Lines
- Smoke signals
- Stowage
- Markings

Lifesaving Equipment:

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  - Bell locations audible

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Lifebuoys
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Notes: ___________________________________________________
Lifeboat winches
- Brakes
- Controls
- Cranks
- Covers
- Limit switches and electrical controls

Embarkation aids
- Ladders
- Access
- Spans and lifelines
- Illumination
- Frapping and tricing lines

Lifeboat weight test
- Light load
- Full load: date

Liferafts
- Launching instructions posted
- Equipment and stowage
- Annual service dates

Lifeboat equipment and stowage
(use table below to determine required equipment)

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Item</th>
<th>International Voyage</th>
<th>Short International Voyage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Lifeboat</td>
<td>Rescue Boat</td>
</tr>
<tr>
<td>1</td>
<td>Bailer^1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Bilge pump^2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Boathook</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Bucket^3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Can opener</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>6</td>
<td>Compass</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Dipper</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>8</td>
<td>Drinking cup</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>9</td>
<td>Fire extinguisher</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>10</td>
<td>First aid kit</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>11</td>
<td>Fishing kit</td>
<td>1</td>
<td>1</td>
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<tr>
<td>12</td>
<td>Flashlight</td>
<td>1</td>
<td>1</td>
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<tr>
<td>13</td>
<td>Hatchet</td>
<td>2</td>
<td>2</td>
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<tr>
<td>14</td>
<td>Heaving line</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>15</td>
<td>Jackknife</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>16</td>
<td>Knife^4</td>
<td></td>
<td>1</td>
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<tr>
<td>17</td>
<td>Ladder</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>18</td>
<td>Mirror, signalling</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>19</td>
<td>Oars, units^5,6</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>20</td>
<td>Painter</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>21</td>
<td>Provisions (units/persons)</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>22</td>
<td>Pump^7</td>
<td>1</td>
<td>1</td>
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<tr>
<td>23</td>
<td>Radar reflector</td>
<td>1</td>
<td>1</td>
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<tr>
<td>24</td>
<td>Rainwater collection device</td>
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<td>1</td>
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<tr>
<td>25</td>
<td>Repair kit^7</td>
<td>1</td>
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<tr>
<td>26</td>
<td>Sea anchor</td>
<td>1</td>
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<tr>
<td>27</td>
<td>Searchlight</td>
<td>1</td>
<td>1</td>
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<tr>
<td>28</td>
<td>Seasickness kit (units/person)</td>
<td>1</td>
<td>1</td>
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</tbody>
</table>

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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Lifeboat Rescue Boat</td>
<td>Lifeboat Rescue Boat</td>
</tr>
<tr>
<td>29</td>
<td>Signal, smoke</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>30</td>
<td>Signal, hand flare</td>
<td>6</td>
<td>6</td>
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<tr>
<td>31</td>
<td>Signal, parachute flare</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>32</td>
<td>Skates and fenders&lt;sup&gt;3&lt;/sup&gt;</td>
<td>1</td>
<td>1</td>
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<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>33</td>
<td>Sponge&lt;sup&gt;4&lt;/sup&gt;</td>
<td>1 2</td>
<td>1 2</td>
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<tr>
<td>34</td>
<td>Survival instructions</td>
<td>1</td>
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<tr>
<td>35</td>
<td>Table of lifesaving signals</td>
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<tr>
<td>36</td>
<td>Thermal protective aids&lt;sup&gt;5&lt;/sup&gt;</td>
<td>10% 10% 10% 10% 10%</td>
<td>1 1 1 1 1 1 1 1</td>
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<tr>
<td>37</td>
<td>Tool kit</td>
<td>1</td>
<td>1</td>
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<tr>
<td>38</td>
<td>Tow line&lt;sup&gt;9&lt;/sup&gt;</td>
<td>1 1 1 1</td>
<td>1</td>
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<tr>
<td>39</td>
<td>Water (liters/person)</td>
<td>3</td>
<td>3</td>
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<tr>
<td>40</td>
<td>Whistle</td>
<td>1 1 1 1</td>
<td>1</td>
</tr>
</tbody>
</table>

**Footnotes:**
1. Each rigid liferaft equipped for 13 persons or more must carry two of these items.
3. Not required for inflated or rigid-inflated rescue boats.
4. A hatchet counts towards this requirement in rigid rescue boats.
5. Oars are not required on a free-fall lifeboat; a unit of oars means the number of oars specified by the boat manufacturer.
6. Rescue boats may substitute buoyant paddles for oars, as specified by the manufacturer.
7. Not required for a rigid rescue boat.
8. Required if specified by the boat manufacturer.
9. Sufficient thermal protective aids are required for at least 10% of the persons the survival craft is equipped to carry, but not less than two.
10. Required only if the lifeboat is also the rescue boat.

**Notes:**

* Items tested in conjunction with Abandon Ship Drill.