
U.S. COAST GUARD



FOREIGN PASSENGER VESSEL EXAMINER (FPVE)

PORT STATE CONTROL OFFICER PERFORMANCE AND QUALIFICATION STANDARD



Marine Inspection and Investigation School
Training Center Yorktown

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Foreign Passenger Vessel Examiner Performance and Qualification Standard

Competency Code: FPVE

References:

- (a) U.S. Coast Guard Sector Organization Manual, COMDTINST M5401.6 (series)
- (b) Marine Safety Manual, COMDTINST M16000 (series)
- (c) Performance, Training & Education Manual, COMDTINST M1500.10 (series)
- (d) Safety and Environmental Health Manual, COMDTINST 5100.47 (series)

This Performance and Qualification Standard (PQS) workbook is your On the Job Training (OJT) performance checklist for certification as a Foreign Passenger Vessel Examiner (FPVE). It is your responsibility to document all completed unit training items and keep track of all examinations completed during this process by filling out the Port State Control (PSC) Examination Log located in appendix C of this workbook.

This qualification is not restricted to any particular rank or rate. Civilian GS employees are also eligible.

The FPVE competency is one of five “specific cargo/vessel related” Port State Control Officer (PSCO) competencies. Certain tasks associated with examinations on Foreign Passenger Vessels were intentionally separated from the baseline qualification in order to streamline the national certification process and limit the need to defer tasks. To qualify for an endorsement to examine Foreign Passenger Vessels with these specifics you will be required to complete the tasks and steps incorporated in the following addendum workbooks:

Foreign Ro-Ro Passenger Vessels Examiner (FRPVE) addendum

Port State Control Polar Addendum (PSCPA)

Further guidance for trainees and Verifying Officers may be found on the Cruise Ship National Center of Expertise’s CGPortal page under the heading “VO PQS Guidance”:
<https://cgportal2.uscg.mil/units/csncoe/SitePages/Home.aspx>

All tasks and steps must be validated by a certified Verifying Officer (VO). The VO shall observe the successful performance of each task and document such with signatures in the specific task card. VOs must enter their title, name and initials in the Record of Verifying Officer’s section before making entries in your PQS workbook.

A Certification Board should only be completed after all tasks and steps are signed by a VO. Upon satisfactory completion of the board, a Letter of Certification/Designation will be issued and the **Unit Training Coordinator should enter the certification in the Training Management Tool (TMT).**

Deferring Tasks:

Ideally, all steps and tasks within the PQS workbook shall be required to be completed prior to obtaining the FPVE competency. With the exception the training prerequisites listed on page (I) and discussed below, the Sector Commander or designee may defer PQS items as authorized by references (a) and (d). If a task is deferred, the reason for deferment must be clearly articulated in both the PQS workbook and the certification letter for record keeping and accountability. Additionally, if a task is deferred that member is not authorized to conduct that specific task.

The Sector Commander or designee may also defer the following prerequisites listed on page (I) with conditions:

1. **A.4:** The Foreign Passenger Vessel Examiner Course may be deferred for up to 12 months contingent on the member successfully completing an exam administered by the CSNCOE.
2. **C.2:** The completion of one Port State Control Officer competency or one Domestic Marine Inspector competency may be waived by the Sector Commander if the Sector's Prevention leadership (CID and MITO) recognize that the Apprentice Marine Inspector has the maturity, capacity and initiative to successfully pursue an FPVE qualification.

Prior to any task being deferred for an individual seeking certification as a Foreign Passenger Vessel Examiner (FPVE), that individual's Chief, Inspections Division (CID), Port State Control Branch Chief or Marine Inspection Training Officer (MITO) shall notify the Cruise Ship National Center of Expertise (CSNCOE). The CSNCOE will work with the individual and his/her unit to identify an opportunity for the individual to demonstrate proficiency with the task. If an opportunity cannot be identified, the CSNCOE shall notify the individual's unit via e-mail. A copy of the e-mail from the CSNCOE shall be attached to the individual's FPVE PQS workbook until proficiency with the task has been demonstrated.

The following is a brief overview of how this PQS workbook works. On each task card you will find:

1. **Job:** the formal title of the qualification.
Example: "Foreign Passenger Vessel Examiner"
2. **Job Accomplishment:** the main deliverable for the qualification.
Example: "Certificate of Compliance"
3. **Major Accomplishment:** the valuable products of a job or specialty which collectively make up the job accomplishment.
Example: "Lifesaving Equipment Examination"
4. **Vessel types:** the specific type of vessels within the formal title of the qualification that the task is associated with.
Example: "Ro-Ro Vessel"
5. **Task:** action to be performed on the job. A unit of behavior which has value for producing major accomplishments/output; has a definite beginning (stimulus); is made up of two or more steps; and results in a measurable output.
6. **Condition:** specifies assistance, aids or constraints the trainee will be given. It states the condition(s)/limit(s) under which the task will be performed.
7. **Standard:** specifications of the levels of accuracy and quality necessary for success, i.e. how well a trainee must carry out the desired performance to complete the task.
8. **Steps:** the sequence of actions required to complete the task.

Appendices:

- A. CG Tactics, Techniques & Procedures (TTP) for FPVE
- B. Glossary
- C. Port State Control Examination Log

Foreign Passenger Vessel Examiner PQS

RECORD OF COMPLETION		
Training Prerequisites	Date	Training Coordinator's Signature
A. Completion of the following resident and on-line courses:		
1. Foreign Passenger Vessel Examiner Course (500317)		
B. Completion of:		
1. Port State Control Examiner (PSCE) competency and		
2. Completion of one Port State Control Officer competency (e.g. FFVE) or one Domestic Marine Inspector competency (KI or higher).		
C. Completion of this PQS Workbook		
D. Successful completion of final assessment under the observation of the Verifying Officer		
E. Successful completion of the final board by Officer in Charge Board (OCIB)		
OICB Members Present for Board:		
F. Certification/Designation Letter submitted for approval		
G. Once Certification/Designation Letter is signed, enter competency and certification in TMT		
REMARKS:		

Task Number	Task Description	Date Completed
FPVE-PE01	Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)	
FPVE-PE02	Coordinate examination with vessel's representative	
FPVE-PE03	Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSSA)	

Foreign Passenger Vessel Examiner PQS

Task Number	Task Description	Date Completed
FPVE-DA01	Verify hull markings	
FPVE-SF01	Verify compliance with additional MTSA security requirements for cruise ships operating in US waters	
FPVE-CD01	Review Certificate of Compliance (COC)	
FPVE-CD02	Review Passenger Ship Safety Certificate (PSSC)	
FPVE-CD03	Verify crew training documentation	
FPVE-BN01	Examine distress alert panel	
FPVE-EP01	Evaluate Decision Support System (DSS)	
FPVE-EP02	Evaluate crew competence in managing emergency situations	
FPVE-GH01	Examine hospital space & staff documents (CVSSA)	
FPVE-GH02	Verify CVSSA requirements	
FPVE-GH03	Examine galley range exhaust ducts	
FPVE-SR01	Examine laundry exhaust ventilation system	
FPVE-SR02	Examine sauna space	
FPVE-SR03	Examine balconies	
FPVE-LS01	Examine Marine Evacuation System (MES)	
FPVE-LS02	Examine liferafts	
FPVE-LS03	Examine lifejackets	
FPVE-LS04	Examine embarkation ladder or alternative devices (descent unit)	
FPVE-FF01	Examine closing appliances (fire dampers)	
FPVE-FF02	Examine fixed pressure water spraying fire extinguishing system	
FPVE-FF03	Examine fire detection system	
FPVE-FF04	Examine fire fighter's outfits	
FPVE-FF05	Verify fixed local application fire extinguishing systems	
FPVE-FF06	Examine fire main system	
FPVE-FP01	Examine fire doors	
FPVE-FP02	Examine space categorization use	
FPVE-ME01	Verify means of escape from accommodation, machinery and other spaces	
FPVE-EE01	Evaluate onboard communications and alarm systems	
FPVE-ES01	Evaluate power ventilation controls/shutdowns	

Foreign Passenger Vessel Examiner PQS

Task Number	Task Description	Date Completed
FPVE-ES02	Witness emergency power system test	
FPVE-SW01	Evaluate counter flooding devices	
FPVE-SW02	Evaluate water tight door (WTD) operational requirements	
FPVE-PP01	Complete environmental inspection checklist	
FPVE-ED01	Evaluate abandon ship drill	
FPVE-ED02	Evaluate fire drill	
FPVE-FU01	Issue or endorse vessel's Certificate of Compliance	

**Coast Guard Tactics, Techniques and Procedures (TTP)
CGTTP 3-72.2(series): Foreign Passenger Vessel Examiners**

The CGTTP for foreign passenger vessel examiners provides step-by-step guidance to perform the many tasks involved with conducting foreign passenger vessel examinations. The document can be found in the TTP Library on CG Portal.

Task Number	Task Description	TTP Section
FPVE-PE01	Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)	2.A.1.a
FPVE-PE02	Coordinate examination with vessel's representative	2.A.1.b
FPVE-PE03	Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSSA)	5.A.2
FPVE-DA01	Verify hull markings	3.A.2
FPVE-SF01	Verify compliance with additional MTSA security requirements for cruise ships operating in US waters	5.A.32
FPVE-CD01	Review Certificate of Compliance (COC)	N/A
FPVE-CD02	Review Passenger Ship Safety Certificate (PSSC)	3.B.1.b
FPVE-CD03	Verify crew training documentation	3.B.1.a
FPVE-BN01	Examine distress alert panel	N/A
FPVE-EP01	Evaluate Decision Support System (DSS)	7.A.2.a
FPVE-EP02	Evaluate crew competence in managing emergency situations	A.2
FPVE-GH01	Examine hospital space & staff documents (CVSSA)	5.A.3
FPVE-GH02	Verify CVSSA requirements	5.A.3
FPVE-GH03	Examine galley range exhaust ducts	N/A
FPVE-SR01	Examine laundry exhaust ventilation system	8.B.1
FPVE-SR02	Examine sauna space	N/A
FPVE-SR03	Examine balconies	8.B.4
FPVE-LS01	Examine Marine Evacuation System (MES)	12.A.1.e
FPVE-LS02	Examine liferafts	12.A.1.b
FPVE-LS03	Examine lifejackets	12.A.2
FPVE-LS04	Examine embarkation ladder or alternative devices (descent unit)	7.4.b & c
FPVE-FF01	Examine closing appliances (fire dampers)	10.A.5.c
FPVE-FF02	Examine fixed pressure water spraying fire extinguishing system	6.B.2
FPVE-FF03	Examine fire detection system	6.A.5

Appendix A

Task Number	Task Description	TTP Section
FPVE-FF04	Examine fire fighter's outfits	6.A.2
FPVE-FF05	Verify fixed local application fire extinguishing systems	6.B.2
FPVE-FF06	Examine fire main system	6.B.2
FPVE-FP01	Examine fire doors	6.C.4
FPVE-FP02	Examine space categorization use	6.C.3.a 8.B
FPVE-ME01	Verify means of escape from accommodation, machinery and other spaces	8.A
FPVE-EE01	Evaluate onboard communications and alarm systems	7.A.1
FPVE-ES01	Evaluate power ventilation controls/shutdowns	10.A.5.b
FPVE-ES02	Witness emergency power system test	10.A.8
FPVE-SW01	Evaluate counter flooding devices	11.A.2
FPVE-SW02	Evaluate water tight door (WTD) operational requirements	11.A.4
FPVE-PP01	Complete environmental inspection checklist	9
FPVE-ED01	Evaluate abandon ship drill	7.A.3
FPVE-ED02	Evaluate fire drill	7.A.2
FPVE-FU01	Issue or endorse vessel's Certificate of Compliance	13.A.2

**Coast Guard Tactics, Techniques and Procedures (TTP)
CGTTP 3-72.10(series): Foreign Passenger Vessel Certificate of
Compliance (COC) Periodic Exam**

The CGTTP for foreign passenger vessel examiners provides step-by-step guidance to perform the many tasks involved with conducting foreign passenger vessel examinations. The document can be found in the TTP Library on CG Portal.

Task Number	Task Description	TTP Section
FPVE-EP02	Evaluate crew competence in managing emergency situations	6

Appendix B

Glossary: The following terms are used in this workbook and should be reviewed in order to better understand its contents:

Advise: to counsel or recommend

Assign: to give responsibility, to place under the control of a task

Amend (Modify): to make minor changes in/to

Brief: to give information or final precise instructions

Change: to make different in some particular way

Check: to inspect for satisfactory condition, accuracy, safety or performance

Compare: to examine (two or more objects, ideas, people, etc.) in order to note similarities and/or differences

Communicate: to convey knowledge of or information about: make known

Confirm: to validate, establish the truth, accuracy or genuineness of something

Create: to cause to happen; bring about; arrange, as by intention or design

Discuss: to verbally present a topic in detail for examination or consideration

Determine: to settle or decide by choice of alternatives or possibilities. "Decide" refers to arriving at a conclusion and to pronounce that decision. "Determine" is to settle or decide by choice of alternatives or possibilities and to fix precisely

Endorse: to approve, support or sustain; to sign one's name on a document or other instrument

Ensure: to make certain, to guarantee

Enter: to make a record of; record or register

Evaluate: to determine the significance or worth of, usually by careful appraisal and study

Examine: to look at or consider a thing carefully and in detail in order to discover something about it

Identify: to determine critical or necessary conditions or other factors; to determine the specific model of an item; to ascertain the origin, nature or definitive characteristics of; to recognize or establish as being a particular person or thing

Inspect: to examine officially; to look carefully at or over; view closely and critically

Issue: to serve legally binding federal documentation, notices or declarations to an individual, business or other distinctive entity

Appendix B

Locate: to determine or set the position of; to find

Make: to create or cause to happen

Modify (Amend): to make minor changes in/to

Observe (Witness): to watch carefully

Obtain: to gain or attain

Open: to set in action, begin, start or commence

Prepare: plan, gather and assemble information to produce a document (i.e. COI); to put together, to combine elements and produce a product, to make ready

Provide: to supply or make available

Review: to go over for the purpose of determining correctness or currency; to examine a document or process for accuracy in content and/or format and report errors or updates to the author or controlling authority

Schedule: to appoint, assign, or designate for a fixed time

Update: to bring up to date or make current

Validate: to substantiate accuracy or truth of by comparison or investigation

Verify: to confirm or establish the accuracy or truth of something

Witness (Observe): to watch carefully

Pre-exam (PE)

Foreign Passenger Vessel

Task: FPVE-PE01 Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)

Condition: During preparation for examination

Standard: In compliance with current policies, procedures and processes

- References:**
1. COMDTINST M16000.6 Marine Safety Manual Volume I Administration & Management
 2. COMDTINST M16000.7B Marine Safety Manual Volume II Material Inspection Ch-2
 3. MPS-PR-CSNCOE-01 Conducting Foreign Passenger Vessel Annual or Periodic COC Examinations
 4. MPS-WI-CSNCOE-02 Outstanding Plan Review

Steps		References	Initials
PE01.1	Review vessel particulars	MSM I/12.G.5	
PE01.2	Verify the applicable examination regulation(s)	MPS-PR-CSNCOE-01	
PE01.3	Review special notes pertaining to alternative design arrangements	MSM I/12.G.5 MSM II/D.7.b(1)	
PE01.4	Review any outstanding Marine Safety Center (MSC) plan review items	MSM II/D.7.B.2.b(2) MPS-WI-CSNCOE-02	
PE01.5	Verify documents are current and that there is/are no overdue examination(s)	MSM I/12.G.5	
PE01.6	Prepare Certificate of Compliance (CoC)	MPS-PR-CSNCOE-01	
PE01.7	Assign examination personnel	MSM II/ D.7.C.1.f(1)(b)[7] & (12) MSM II/ D.7.C.2.b & 3.c	

Verifying Officer Guidance: References: MPS-PR-CSNCOE-01 & MPS-WI-CSNCOE-02 can be found on CSNCOE Portal page <https://cg.portal.uscg.mil>.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Pre-exam (PE)

Foreign Passenger Vessel

Task: FPVE-PE02 Coordinate examination with vessel's representative

Condition: *During preparation for examination*

Standard: *In compliance with current policies, procedures and processes*

- References:**
1. CGTTP 3-72.2 Foreign Passenger Vessel Examiners (FPVE) Tactics, Techniques, and Procedures
 2. CGTTP 3-72.2(series)
 3. CGTTP 3-72.10 Foreign Passenger Vessel Exam (FPV) Certificate of Compliance (COC) Periodic Exam Tactics, Techniques, and Procedures

Steps		References	Initials
PE02.1	Articulate examination expectations to vessel representative	CGTTP3-72.10 CGTTP 3.72.C	

Verifying Officer Guidance: *Refer to Appendix A and B for TTP guidance*



Inspector's Name: (Last, First, Initial)	EMPLID:
Verifying Officer's Signature:	Date:

Pre-exam (PE)

Foreign Passenger Vessel

Task: FPVE-PE03 Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSSA)

Condition: *During preparation for examination*

Standard: *In compliance with current policies, procedures and processes*

- References:**
1. Title 46, United States Code § 3507 Passenger Vessel Security & Safety Requirements
 2. Title 46, United States Code § 3508 Crime Scene Preservation Training for Passenger Vessel Crewmembers
 3. CG-543 Policy Letter 11-09 Cruise Vessel Security & Safety Act of 2010 Implementation Procedures
 4. CG-543 Policy Letter 11-10 Cruise Vessel Security & Safety Act Implementation of Training Standards & Curricula

Steps		References	Initials
PE03.1	Verify applicability of CVSSA	46 USC 3507(a) CG-543 Policy Ltr 11-09	
PE03.2	Verify applicability of ship design requirements of CVSSA	46 USC 3507(a)(1) CG-543 Policy Ltr 11-09	
PE03.3	Verify documented compliance with the Crime Scene Preservation Training requirement	46 USC 3508 CG-543 Policy Ltr 11-10	

Verifying Officer Guidance:

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Dockside Assessment (DA)

Foreign Passenger Vessel

Task: FPVE-DA01 Verify hull markings

Condition: While observing the vessel from dock or anchorage

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Convention on Load Lines (ICLL) 1966, as amended

Steps		References	Initials
DA01.1	Verify position of subdivision/load line markings	SOLAS 20 II-1/18.2 ICLL 66 Regs 4 - 8	
DA01.2	Verify subdivision markings on hull are in alignment with the Passenger Ship Safety Certificate (PSSC)	SOLAS 20 II-1/18.4	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Security (Foreign) Examination (SF)

Foreign Passenger Vessel

Task: FPVE-SF01 Verify compliance with additional MTSA security requirements for cruise ships operating in US waters

Condition: While observing the vessel from dock or anchorage

Standard: In compliance with applicable policies, laws, regulations and standards

References:

1. Title 33, Code of Federal Regulations Part 104 Maritime Security - Vessels
2. Title 33, Code of Federal Regulations Part 105 Maritime Security - Facilities
3. International Ship & Port Facility Security (ISPS) Code, 2012
4. CG-FAC Prohibited Items list (PIL) Rev 02/2019

Steps		References	Initials
SF01.1	Observe screening of persons, baggage and personnel	33 CFR 104.295(a) & 105.515 (a) - (c) ISPS A/7.2.2 PIL	
SF01.2	Observe verification procedures for all persons boarding vessel	33 CFR 104.295(a)(2) ISPS A/7.2.3 ISPS A/9.4.3	
SF01.3	Verify selected areas are searched prior to carrying passengers and prior to sailing	33 CFR 104.295(a)(4)	
SF01.4	Verify measures for the prevention of unauthorized access to the ship	ISPS A/9.4.3	
SF01.5	Examine Declaration of Security	33 CFR 104.255	

Verifying Officer Guidance: Trainee should be required to demonstrate knowledge of security screening requirement to determine if FPV is in compliance. PIL is located at <https://homeport.uscg.mil/Lists/Content/Attachments/43558/Prohibited%20>

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Certificates and Documents (CD)

Foreign Passenger Vessel

Task: FPVE-CD01 Review Certificate of Compliance (COC)

Condition: While validating certificates and documents

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. Title 46, Code of Federal Regulations Part 2 Vessel Inspections
2. CG-3585 Certificate of Compliance (CoC)

Steps		References	Initials
CD01.1	Verify presence	46 CFR Part 2.01-6(a)(1) CoC	
CD01.2	Verify applicable blocks are completed	CoC	

Verifying Officer Guidance: Trainee should demonstrate knowledge of applicable certificates and documents.



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Certificates and Documents (CD)

Foreign Passenger Vessel

Task: FPVE-CD02 Review Passenger Ship Safety Certificate (PSSC)

Condition: While validating certificates and documents

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
CD02.1	Verify validity	SOLAS 20 I/14	
CD02.2	Verify contents	SOLAS 20 I/12(a)(i) SOLAS 20 I/14 & 15	
CD02.3	Verify contents of Form P	SOLAS 20 I/12(a)(i) SOLAS 20 I/14 & 15	
CD02.4	Verify documentation of alternate arrangements, equivalencies or exemptions noted on PSSC or any attachments	SOLAS 20 II-1/55 SOLAS 20 II-2/17.4.2 SOLAS 20 III/38	

Verifying Officer Guidance: CD02.4: refer to sections 2.10 & 2.11 of the PSSC to identify if vessel possesses alternate arrangements, etc.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Certificates and Documents (CD)

Foreign Passenger Vessel

Task: FPVE-CD03 Verify crew training documentation

Condition: While validating certificates and documents

Standard: In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention on Standards of Training, Certification & Watchkeeping (STCW) 1978, as amended
 2. COMDTINST M16000.7B Marine Safety Manual Volume II Material Inspection Ch-1

Steps		References	Initials
CD03.1	Examine crowd management training	STCW A-V/2.3	
CD03.2	Examine Crisis Management & Human Behavior training	STCW A-V/2.4	
CD03.3	Verify survival craft, rescue boat and tender operator crew training	STCW A-VI/2.1 MSM II/D.7.C.2.c(9)	
CD03.4	Examine crew's fast rescue boat certificates of proficiency (when ship uses fast rescue boats in lieu of rescue boats)	STCW A-VI/2.7	
CD03.5	Verify safety training for personnel providing direct service to passengers in passenger spaces	STCW A-V/2.2	

Verifying Officer Guidance: *If the ship has been outfitted with a fast rescue boat the crew must have received required STCW training and endorsement.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Task: FPVE-BN01 Examine distress alert panel

Condition: *During bridge examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
BN01.1	Verify location	SOLAS 20 IV/6.4	
BN01.2	Verify ship's information is continually and automatically provided	SOLAS 20 IV/6.5	
BN01.3	Verify distress alarm system panel provides visual and aural indication of distress alerts received	SOLAS 20 IV/6.6	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Emergency Response Procedures (EP)

Foreign Passenger Vessel

Task: FPVE-EP01 Evaluate Decision Support System (DSS)

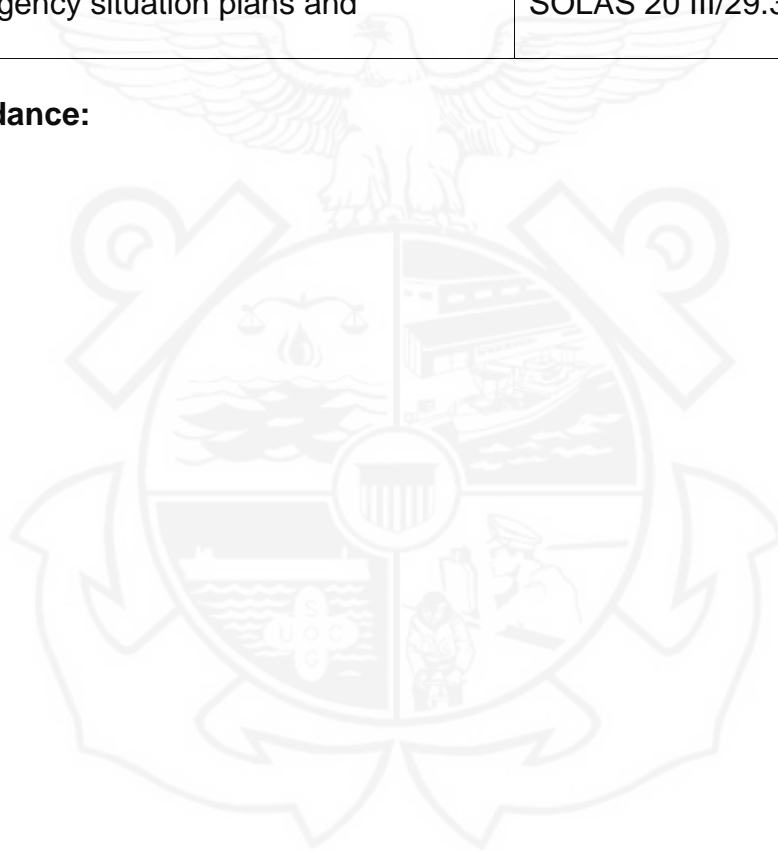
Condition: *During bridge examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
EP01.1	Verify emergency management is available on navigation bridge	SOLAS 20 III/29.1 & .2	
EP01.2	Verify emergency situation plans and procedures	SOLAS 20 III/29.3-29.6	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Emergency Response Procedures (EP)

Foreign Passenger Vessel

Task: FPVE-EP02 Evaluate crew competence in managing emergency situations

Condition: During examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Convention on Standards of Training, Certification & Watchkeeping (STCW) 1978, as amended

Steps		References	Initials
EP02.1	Assess crew's competency in emergency familiarization	STCW A-V/2.1	
EP02.2	Assess crew's competency in providing direct service to passengers in passenger spaces	STCW A-V/2.2	
EP02.3	Assess crew's competency in crowd management	STCW A-V/2.3	
EP02.4	Assess crew's competency in crisis management and human behavior	STCW A-V/2.4	
EP02.5	Assess crew's competency in passenger safety, cargo safety and hull integrity	STCW A-V/2.5	
EP02.6	Assess crew's competency in safety familiarization	STCW A-VI/1.1 SOLAS 20 III/19.4 SOLAS 20 III/37	
EP02.7	Assess crew's competency in basic training	STCW A-VI/1.2	
EP02.8	Assess crew's competency in advanced firefighting	STCW A-VI/3	
EP02.9	Assess crew's competency in medical first aid and medical care	STCW A-VI/4	
EP02.10	Assess crew's competency in security	STCW A-VI/6	

Verifying Officer Guidance: Trainee shall understand that this task is primarily performed during but not limited to periodic or quarterly examinations.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

General Health & Safety Examination (GH)

Foreign Passenger Vessel

Task: FPVE-GH01 Examine hospital space & staff documents (CVSSA)

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. Title 46, United States Code § 3507 Passenger Vessel Security & Safety Requirements
 2. CG-543 Policy Letter 11-09 Cruise Vessel Security & Safety Act of 2010 Implementation Procedures

Steps		References	Initials
GH01.1	Verify medical staff has proper credentialing and training	46 USC 3507(d)(3)-(5) CG-543 Policy Ltr 11-09	
GH01.2	Verify medical staff has a procedure in place to ensure confidentiality	46 USC 3507(e) CG-543 Policy Ltr 11-09	
GH01.3	Verify adequate availability of anti-retroviral medications	46 USC 3507(d)(1) CG-543 Policy Ltr 11-09	
GH01.4	Verify medical equipment availability for sexual assault cases	46 USC 3507(d)(2) CG-543 Policy Ltr 11-09	
GH01.5	Verify patient access to information and communications	46 USC 3507(d)(5) CG-543 Policy Ltr 11-09	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

General Health & Safety Examination (GH)

Foreign Passenger Vessel

Task: FPVE-GH02 Verify CVSSA requirements

Condition: During general health and safety examination

Standard: In compliance with applicable policies, laws, regulations and standards

- References:**
1. Title 46, United States Code § 3507 Passenger Vessel Security & Safety Requirements
 2. CG-543 Policy Letter 11-09 Cruise Vessel Security & Safety Act of 2010 Implementation Procedures

Steps		References	Initials
GH02.1	Verify rail height	46 USC 3507(a)(1)(A) CG-543 Policy Ltr 11-09	
GH02.2	Verify peepholes or other means of visual identification	46 USC 3507(a)(1)(B) CG-543 Policy Ltr 11-09	
GH02.3	Verify security latches and time sensitive keys	46 USC 3507(a)(1)(c) CG-543 Policy Ltr 11-09	
GH02.4	Verify safety information	46 USC 3507(c) CG-543 Policy Ltr 11-09	
GH02.5	Verify crew access to passenger staterooms	46 USC 3507(f) CG-543 Policy Ltr 11-09	
GH02.6	Verify log book and reporting requirement	46 USC 3507(g) CG-543 Policy Ltr 11-09	

Verifying Officer Guidance: Discuss future requirements/phased implementation IAW CG-543 Policy Letter 11-09(6)(c).

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

General Health & Safety Examination (GH)

Foreign Passenger Vessel

Task: FPVE-GH03 Examine galley range exhaust ducts

Condition: During general health and safety examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
GH03.1	Verify grease trap is readily removable for cleaning	SOLAS 20 II-2/9.7.5.1.1	
GH03.2	Verify operation of fire damper	SOLAS 20 II-2/9.7.5.1.2	
GH03.3	Verify fixed fire extinguishing within duct	SOLAS 20 II-2/9.7.5.1.3	
GH03.4	Verify remote control arrangements for shutting off supply/exhaust fans, dampers and fire fighting system	SOLAS 20 II-2/9.7.5.1.4	
GH03.5	Verify maintenance conducted in accordance with maintenance plan	SOLAS 20 II-2/14.2.2.3	

Verifying Officer Guidance:

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Space Requirements (SR)

Foreign Passenger Vessel

Task: FPVE-SR01 Examine laundry exhaust ventilation system

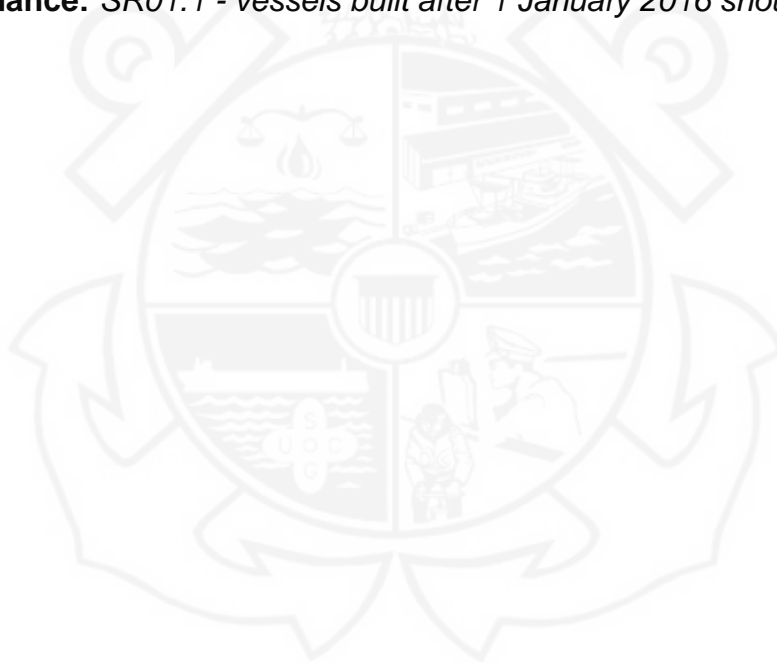
Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. IMO Resolution MSC.365(93) Amendments to the International Convention for the Safety of Life at Sea, 1974, as amended

Steps		References	Initials
SR01.1	Verify lint trap examination access	IMO Res MSC.365(93) SOLAS 20 II-2/9.7.7	
SR01.2	Verify equipment maintained in accordance with maintenance plan	SOLAS 20 II-2/14.2.2.3.5	

Verifying Officer Guidance: SR01.1 - vessels built after 1 January 2016 should reference SOLAS 20 II-2/9.7.7.



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Space Requirements (SR)

Foreign Passenger Vessel

Task: FPVE-SR02 Examine sauna space

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References:

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Code for Fire Safety Systems (FSS Code)
3. IMO MSC.1/Circ. 1432 Revised Guidelines for the Maintenance and Inspection of Fire Protection Systems & Appliances

Steps		References	Initials
SR02.1	Verify outward movement of sauna door	SOLAS 20 II-2/9.2.2.3.4.5	
SR02.2	Verify timer on electrically heated oven	SOLAS 20 II-2/9.2.2.3.4.6	
SR02.3	Examine fire suppression (sprinkler head) for moisture related rust	IMO MSC.1/Circ.1432	
SR02.4	Verify dry pipe system with sprinkler head operating temperature of up to 140 degrees C	FSS Code 8.2.1.1 IMO MSC.1/Circ.1432	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Space Requirements (SR)

Foreign Passenger Vessel

Task: FPVE-SR03 Examine balconies

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
SR03.1	Verify balcony furniture and furnishings compliant	SOLAS 20 II-2/5.3.4	
SR03.2	Verify condition of fixed pressure water-spraying, fixed fire detection and fire alarm systems	SOLAS 20 II-2/5.3.4 SOLAS 20 II-2/7.10	
SR03.3	Verify partition design and operation	SOLAS 20 II-2/9.2.2.6 SOLAS 20 II-2/5.3.1.3.2	

Verifying Officer Guidance: *Ensure trainee is aware that 3.1 and 3.2 will NOT be applicable at the same time.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Lifesaving Equipment Examination (LS)

Foreign Passenger Vessel

Task: FPVE-LS01 Examine Marine Evacuation System (MES)

Condition: *During lifesaving equipment examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code

Steps		References	Initials
LS01.1	Verify container markings & placard	SOLAS 20 III/9 & 20 & 34 LSA Code VI/6.2.4.2.1-8 LSA Code VI/6.2.5.1-6	
LS01.2	Verify stowage	SOLAS 20 III/15	
LS01.3	Verify procedures for deploying	SOLAS 20 III/35 SOLAS 20 III/6.5	
LS01.4	Verify arrangement for securing and releasing liferafts from platform	SOLAS 20 III/34	
LS01.5	Verify condition (including side shell tracks/cables), inspected & maintained	SOLAS 20 III/20 & 36	
LS01.6	Verify rotational deployment schedule	SOLAS 20 III/20.8.2	

Verifying Officer Guidance:

Inspector's Name: (Last, First, Initial)

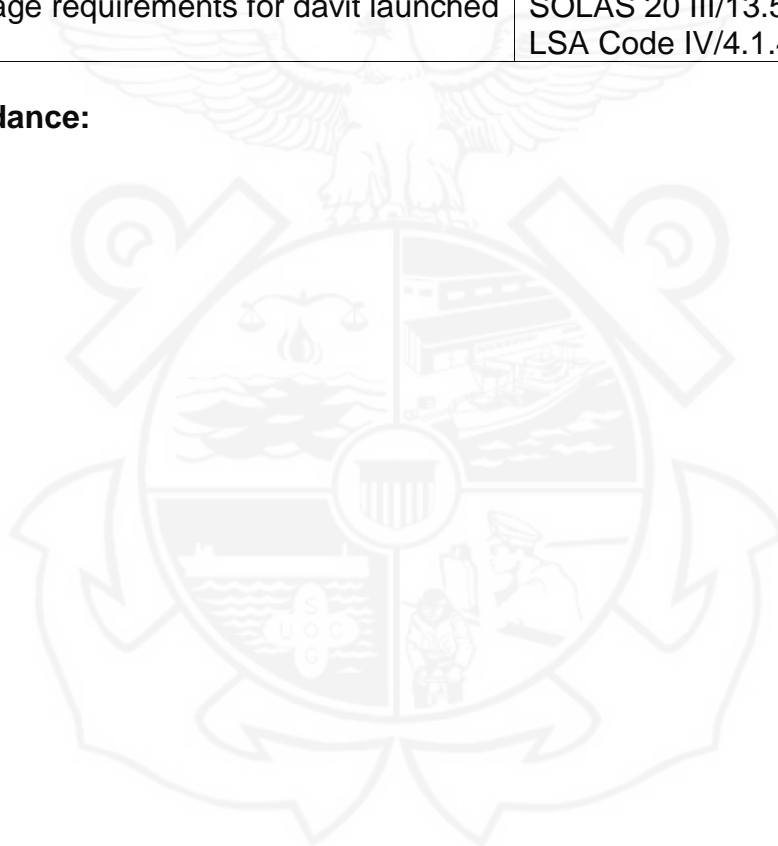
EMPLID:

Verifying Officer's Signature:

Date:

Task: FPVE-LS02 Examine liferafts**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code

Steps		References	Initials
LS02.1	Verify capacity and arrangement	SOLAS 20 III/21.1	
LS02.2	Verify stowage requirements for davit launched liferafts	SOLAS 20 III/13.5 LSA Code IV/4.1.4	

Verifying Officer Guidance:**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

Lifesaving Equipment Examination (LS)

Foreign Passenger Vessel

Task: FPVE-LS03 Examine lifejackets

Condition: During lifesaving equipment examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code

Steps		References	Initials
LS03.1	Verify required onboard	SOLAS 20 III/7.2.1.1-5 SOLAS 20 III/22.2	
LS03.2	Verify storage	SOLAS 20 III/20.10 SOLAS 20 III/22.2.2 SOLAS 20 III/26	
LS03.3	Verify fitted with approved lights	SOLAS 20 III/22.3 LSA Code II/2.2.3	

Verifying Officer Guidance: *LS03.1 Spot check life-jacket locations, ensure required range (size) of jackets present and serviceable.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Lifesaving Equipment Examination (LS)

Foreign Passenger Vessel

Task: FPVE-LS04 Examine embarkation ladder or alternative devices (descent unit)

Condition: During lifesaving equipment examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code

Steps		References	Initials
LS04.1	Verify inspection and servicing of alternative devices	SOLAS 20 III/20.7.2	
LS04.2	Verify presence of embarkation ladders or alternative devices	SOLAS 20 III/11.7	

Verifying Officer Guidance: LS04.2: Embarkation ladder construction criteria can be found in LSA VI/6.1.6.



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Firefighting Systems Examination (FF)

Foreign Passenger Vessel

Task: FPVE-FF01 Examine closing appliances (fire dampers)

Condition: During firefighting equipment examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FF01.1	Verify labeling of automatic and manual dampers	SOLAS 20 II-2/5.2.1.1	
FF01.2	Witness operation of dampers from local and remote locations	SOLAS 20 II-2/5.2.1.1	
FF01.3	Verify condition of components	SOLAS 20 II-2/14.2.1.2	

Verifying Officer Guidance: FF01.3 Ensure indicators match actual damper position.



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Firefighting Systems Examination (FF)

Foreign Passenger Vessel

Task: FPVE-FF02 Examine fixed pressure water spraying fire extinguishing system

Condition: During firefighting equipment examination

Standard: In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
 2. International Code for Fire Safety Systems (FSS Code)
 3. IMO Resolution A.800(19) Revised Guidelines for Approval of Sprinkler Systems Equivalent to that Referred to in SOLAS II-2/12
 4. IMO MSC.1/Circ. 1432 Revised Guidelines for the Maintenance and Inspection of Fire Protection Systems & Appliances

Steps		References	Initials
FF02.1	Verify systems are kept charged and have provisions for a continuous supply of water	SOLAS 20 II-2/10.6.1.1 FSS Code 8.2.5.1.2	
FF02.2	Visually examine automatic glass bulb nozzles for proper release temperature and condition	SOLAS 20 II-2/14.2.2.3.4 IMO Res A.800(19) IMO MSC.1/Circ.1432	
FF02.3	Verify posting of plan indicating spaces covered & location of zones	FSS Code 8.2.5.2.4	
FF02.4	Verify operation of section valve system visual & audible alarm indicators	FSS Code 8.2.4.2.3 FSS Code 8.2.5.2.1-2	
FF02.5	Witness automatic operation of sprinkler pump	FSS Code 8.2.5.3	
FF02.6	Verify location & position of section valves and means to prevent operation of stop-valves by unauthorized person	SOLAS 20 II-2/14.2.1 FSS Code 8.2.4.2.2	
FF02.7	Verify lockable screw down non-return valve between firemain/sprinkler system/tanks	FSS Code 8.2.3.2.2 FSS Code 8.2.4.2.4	
FF02.8	Visually examine high pressure nitrogen cylinders for serviceable condition	IMO MSC.1/Circ.1432 FSS Code 8.2.3.2.1	
FF02.9	Verify emergency power supply switchover	FSS Code 8.2.2.1 IMO MSC.1/Circ.1432	
FF02.10	Verify maintenance, testing and inspections are completed per maintenance plan	SOLAS 20 II-2/14.2.2 MSC.1/Circ.1432	

Verifying Officer Guidance: FF02.2 Trainee should demonstrate which locations would require what color glass bulb nozzles.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Firefighting Systems Examination (FF)

Foreign Passenger Vessel

Task: FPVE-FF03 Examine fire detection system

Condition: During vessel examination

Standard: In compliance with applicable policies, laws, regulations and standards

References:

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Code for Fire Safety Systems (FSS Code)
3. IMO MSC.1/Circ. 1432 Revised Guidelines for the Maintenance and Inspection of Fire Protection Systems & Appliances

Steps		References	Initials
FF03.1	Verify operation and alarms at designated control stations	SOLAS 20 II-2/7.9 FSS Code 9.2.5	
FF03.2	Verify visual and audible fire signals/indications	SOLAS 20 II-2/7.9.3-4 FSS Code 9.2.5.1.1 IMO MSC.1/Circ. 1432 7	
FF03.3	Verify location of installations	SOLAS 20 II-2/7.5.2	
FF03.4	Verify operation of detectors	SOLAS 20 II-2/7.4 SOLAS 20 II-2/7.5.2 & .3.1 SOLAS 20 II-2/7.5.4	

Verifying Officer Guidance: *Trainees shall be aware of proper location/installation of fire detection & call points. FF03.2: demonstrate on smoke, heat, flame & manual call points.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Firefighting Systems Examination (FF)**Foreign Passenger Vessel****Task:** FPVE-FF04 Examine fire fighter's outfits**Condition:** *During firefighting equipment examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Code for Fire Safety Systems (FSS Code)
3. IMO MSC.1/Circ. 1432 Revised Guidelines for the Maintenance and Inspection of Fire Protection Systems & Appliances

Steps		References	Initials
FF04.1	Verify equipment quantity, location, storage, access condition and maintained per maintenance plan	SOLAS 20 II-2/10.10.2.2.1 FSS Code 3.2.1.1 IMO MSC.1/Circ.1432	
FF04.2	Verify number of spare breathing apparatus charges	SOLAS 20 II-2/10.10.2.5 & .6	

Verifying Officer Guidance:**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

Firefighting Systems Examination (FF)

Foreign Passenger Vessel

Task: FPVE-FF05 Examine fixed local application fire extinguishing systems

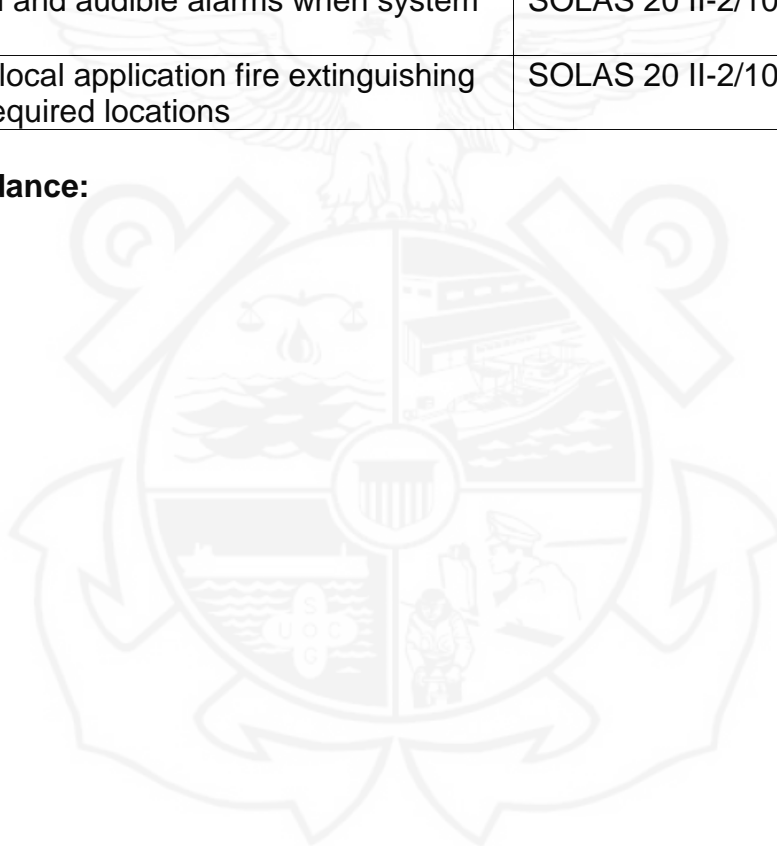
Condition: *During machinery equipment examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FF05.1	Verify remote and manual release capability of section valves	SOLAS 20 II-2/10.5.6.2	
FF05.2	Verify visual and audible alarms when system is activated	SOLAS 20 II-2/10.5.6.4	
FF05.3	Verify fixed local application fire extinguishing system at required locations	SOLAS 20 II-2/10.5.6.3	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Firefighting Systems Examination (FF)

Foreign Passenger Vessel

Task: FPVE-FF06 Examine fire main system

Condition: During firefighting equipment examination

Standard: In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
 2. IMO MSC.1/Circ. 1272 Guidelines for Fixed Water-Based Fire-Fighting Systems for Ro-Ro & Special Category Spaces
 3. Marine Safety Center (MSC) SOLAS-29 Guidance for Review of Overhanging Decks
 4. Marine Safety Center (MSC) SOLAS-13 Guidance for Protection of Deck Openings in Two Deck Spaces

Steps		References	Initials
FF06.1	Verify ready availability of water supply	SOLAS 20 II-2/10.2.1.2.1	
FF06.2	Verify additional equipment requirements	SOLAS 20 II-2/10.5.5 SOLAS 20 II-2/10.2.3.1.1 SOLAS 20 II-2/10.2.3.2.2	
FF06.3	Verify deluge systems of overhead decks	IMO MSC.1/Circ.1272 MSC SOLAS-13 & 29	
FF06.4	Verify fire hoses in interior locations are the appropriate length and connected to hydrants	SOLAS 20 II-2/10.2.3.1.1	

Verifying Officer Guidance: Note one fire pump must be tied to the emergency power source and able to be powered for 36hrs SOLAS 20 II-1/42.2.4.1.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Fire Protection (FP)

Foreign Passenger Vessel

Task: FPVE-FP01 Examine fire doors

Condition: During examination

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FP01.1	Verify fire doors, frames & the means of securing meet required class division	SOLAS 20 II-2/9.4.1.1.2 SOLAS 20 II-2/9.4.1.2.1	
FP01.2	Verify operation of closed door indicator panel at continuously manned central control station	SOLAS 20 II-2/9.4.1.1.5.6	
FP01.3	Verify fire door closure times	SOLAS 20 II-2/9.4.1.1.5.2	
FP01.4	Verify hold-back hooks in use are subject to central control station release	SOLAS 20 II-2/9.4.1.1.5.4	
FP01.5	Witness remote operational test of fire doors	SOLAS 20 II-2/9.4.1.1.5.3, .5 & .10	

Verifying Officer Guidance: *FP01.3: Vessels keel laid prior to 1992 have no time requirement.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Task: FPVE-FP02 Verify space categorization use

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FP02.1	Ensure construction & arrangement of a space reflects current service	SOLAS 20 II-2/9.2.2.3.1	
FP02.2	Ensure fire integrity of decks & bulkheads are maintained in accordance with ship's Structural Fire Protection Plan	SOLAS 20 II-2/9	

Verifying Officer Guidance: *Verify requisite knowledge and understanding of SOLAS 20 II-2/9 (tables).*



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Means of Escape and Signage (ME)

Foreign Passenger Vessel

Task: FPVE-ME01 Verify means of escape from accommodation, machinery and other spaces

Condition: During examination

Standard: In compliance with applicable policies, laws, regulations and standards

References:

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Code for Fire Safety Systems (FSS Code)
3. IMO Resolution A.752(18) Guidelines for Evaluation, Testing & Application of Low Location Lighting on Passenger Ships
4. Marine Safety Center (MSC) SOLAS-25 Guidelines for Review of Room-in-Room Construction

Steps		References	Initials
ME01.1	Assess spaces for means of escape	SOLAS 20 II-2/13.1. MSC SOLAS-25	
ME01.2	Verify markings of escape routes including low location lighting	SOLAS 20 II-2/13.3.2.5 IMO Res A.752(18) 6 & 7	
ME01.3	Verify operation of normally locked doors along escape route	SOLAS 20 II-2/13.3.2.6	
ME01.4	Verify two means of escape from spaces below bulkhead deck	SOLAS 20 II-2/13.4.1	
ME01.5	Verify means of escape from spaces above the bulkhead deck	SOLAS 20 II-2/13.3.2.2	
ME01.6	Verify Emergency Escape Breathing Devices (EEBD) in escape routes	SOLAS 20 II-2/13.3.4 FSS Code 3.2.2	

Verifying Officer Guidance: *Ensure escape routes are not obstructed by furniture, displays, etc.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Emergency Equipment (EE)

Foreign Passenger Vessel

Task: FPVE-EE01 Evaluate onboard communications and alarm systems

Condition: While conducting emergency drills

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code

Steps		References	Initials
EE01.1	Verify emergency two-way means of communication between emergency control station, muster & embarkation stations	SOLAS 20 III/6.4.1	
EE01.2	Verify operation of general alarm system	SOLAS 20 III/6.4.2 & .3	
EE01.3	Verify public address system available & audible throughout accommodation and service spaces, control stations & open decks	SOLAS 20 II-2/12.3 SOLAS 20 III/6.5 LSA Code VII/7.2.2	
EE01.4	Verify presence of aircraft radio	SOLAS 20 IV/7.2	

Verifying Officer Guidance: Ensure PA system is audible in high ambient noise areas (casino, theater, etc.) (LSA Code 7.2.2.2).

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Electrical Systems Examination (ES)

Foreign Passenger Vessel

Task: FPVE-ES01 Evaluate power ventilation controls/shutdowns

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
ES01.1	Verify shutdown locations consistent with Fire Control Plan	SOLAS 20 II-2/15.3.2	
ES01.2	Verify operation of emergency shutdowns for other than machinery space ventilation	SOLAS 20 II-2/5.2.1.3	
ES01.3	Verify operation of emergency shutdowns for machinery space ventilation	SOLAS 20 II-2/5.2.2 & .3	
ES01.4	Verify maintenance, testing and inspections completed as per maintenance plan	SOLAS 20 II-2/14.2.2	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Electrical Systems Examination (ES)

Foreign Passenger Vessel

Task: FPVE-ES02 Witness emergency power system test

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. COMDTINST M16000.7B Marine Safety Manual Volume II Material Inspection Ch-2

Steps		References	Initials
ES02.1	Verify services operated by emergency power	SOLAS 20 II-1/42.4.1-2	
ES02.2	Verify emergency power source starts in automatic mode	SOLAS 20 II-1/42.3.1.2	
ES02.3	Verify emergency generator provides power to emergency switchboard and required vital systems	SOLAS 20 II-1/42.7 MSM II/D.7	

Verifying Officer Guidance: *If the ship requires more than one emergency source of power to supply the minimum services required to be operated, each source of power must be tested.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Structural/Watertight Integrity Examination (SW)

Foreign Passenger Vessel

Task: FPVE-SW01 Evaluate counter flooding devices

Condition: During examination

Standard: In compliance with applicable policies, laws, regulations and standards

References:

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. IMO MSC.1/Circ. 1245 Guidelines for Damage Control Plans & Information to the Master
3. IMO MSC.1/Circ. 1291 Guidelines for Flooding Detection Systems on Passenger Ships

Steps		References	Initials
SW01.1	Verify contents of damage control information on navigation bridge	SOLAS 20 II-1/19 IMO MSC.1/Circ.1245	
SW01.2	Verify logbook entries of crew conducting periodical operation and inspection of counter flooding devices	SOLAS 20 II-1/21	
SW01.3	Verify testing of visual and audible alarms for flooding detection systems	SOLAS 20 II-1/22-1 IMO MSC.1/Circ.1291	
SW01.4	Verify structural fire protection for counter flooding devices	SOLAS 20 II-2/9.4.1.1.1	

Verifying Officer Guidance: SW01.3: Keel laid date specific.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Structural/Watertight Integrity Examination (SW)

Foreign Passenger Vessel

Task: FPVE-SW02 Evaluate water tight door (WTD) operational requirements

Condition: *During examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
SW02.1	Verify local manual operation	SOLAS 20 II-1/13.7.1.3 & .4 SOLAS 20 II-1/13.7.3.1-3	
SW02.2	Verify local power operation	SOLAS 20 II-1/13.7.1.5 & .7 SOLAS 20 II-1/13.7.3.1-3	
SW02.3	Verify operation and indicators from the remote operating station above bulkhead deck	SOLAS 20 II-1/13.7.1.5 SOLAS 20 II-1/13.6	
SW02.4	Verify audible alarm and visual signal	SOLAS 20 II-1/13.7.1.6	
SW02.5	Verify watertight doors permitted to remain open during navigation are indicated in ship's stability information & ready for immediate closure	SOLAS 20 II-1/22.4	
SW02.6	Verify operation and indicators from navigation bridge	SOLAS 20 II-1/13.8.1 & .2	

Verifying Officer Guidance: *Semi-watertight doors should be examined in the same manner as those below the bulkhead deck SOLAS 20 II-1/17.*

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Task: FPVE-PP01 Complete environmental inspection checklist

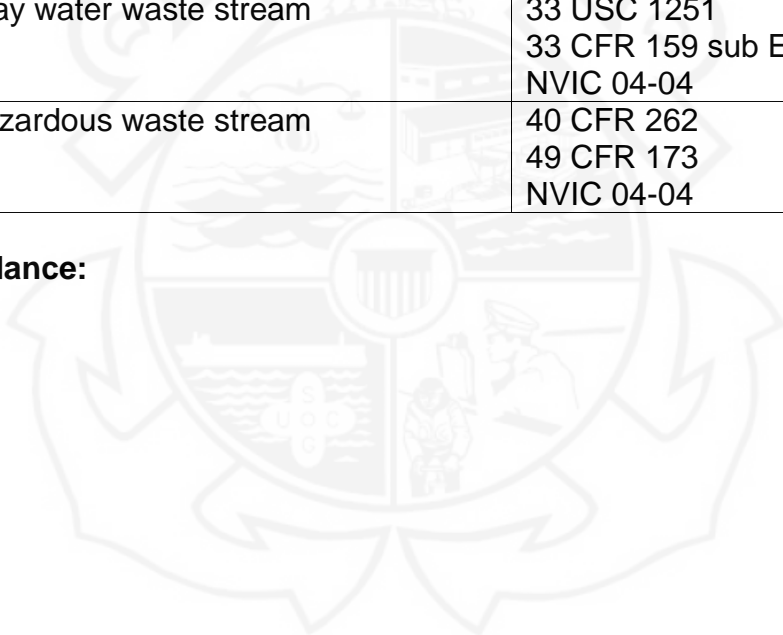
Condition: *During pollution prevention examination*

Standard: *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. Title 33, United States Code § 1251 Congressional Declaration of Goals & Policy
 2. Title 33, Code of Federal Regulations Part 159 Subpart E Discharges in Certain Alaskan Waters by Cruise Ships
 3. Title 40, Code of Federal Regulations Part 262 Standards Applicable to Generators of Hazardous Waste
 4. Title 49, Code of Federal Regulations Part 173 Shippers—General Requirements for Shipments and Packaging's
 5. NVIC 04-04 Environmental Inspection Checklist; Addendum to Foreign Passenger Vessel Examination Book, CG-840

Steps		References	Initials
PP01.1	Examine gray water waste stream	33 USC 1251 33 CFR 159 sub E NVIC 04-04	
PP01.2	Examine hazardous waste stream	40 CFR 262 49 CFR 173 NVIC 04-04	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)	EMPLID:
Verifying Officer's Signature:	Date:

Emergency Drill (ED)

Foreign Passenger Vessel

Task: FPVE-ED01 Evaluate abandon ship drill

Condition: While conducting emergency drills

Standard: In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
 2. International Convention on Standards of Training, Certification & Watchkeeping (STCW) 1978, as amended
 3. Lifesaving Appliances including LSA Code
 4. COMDTINST M16000.7B Marine Safety Manual Volume II Material Inspection Ch-2

Steps		References	Initials
ED01.1	Verify weekly abandon ship drills performed and crew members have participated	SOLAS 20 III/30 SOLAS 20 III.19.5	
ED01.2	Verify abandon ship drill procedures	SOLAS 20 III/19.3.4.1 STCW A-II/2, A-III/6 & A-V/2	
ED01.3	Verify launching and maneuvering of lifeboats & rescue boats in water by assigned crews	SOLAS 20 III/19.3.4.3 SOLAS 20 III/21.1.3 STCW A-VI/2	
ED01.4	Assess crew's proficiency to deploy MES	SOLAS 20 III/19.3.4.8 SOLAS 20 III/6.4.4 LSA Code VI/6.2.2.1.1-3	
ED01.5	Verify testing of emergency lighting at mustering and abandon ship stations	SOLAS 20 III/19.3.4.9	
ED01.6	Verify passenger muster procedures	SOLAS 20 III/19.2.2 STCW A-V/2	
ED01.7	Verify crew training manuals and job aids for abandon ship training	SOLAS 20 III/35	
ED01.8	Verify crew/passenger muster list and emergency instructions for abandon ship procedures	SOLAS 20 III/37	
ED01.9	Verify crew's performance during abandon ship drill	SOLAS 20 III/19.3.4, 19.4 & 29 STCW A-II/2, A-III/6, A-V/2.2 & .3 STCW A-V/2.4 & A-VI/2	
ED01.10	Verify survival craft embarkation arrangements	SOLAS 20 III/23	
ED01.11	Verify inflation of davit launched liferaft	SOLAS 20 III/21.1.3 STCW A-VI/2 MSM II/D.7	
ED01.12	Verify presence of rescue boat(s)	SOLAS 20 III/21.2.1	

Verifying Officer Guidance:

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Emergency Drill (ED)

Foreign Passenger Vessel

Task: FPVE-ED02 Evaluate fire drill

Condition: While conducting emergency drills

Standard: In compliance with applicable policies, laws, regulations and standards

References: 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. International Convention on Standards of Training, Certification & Watchkeeping (STCW) 1978, as amended

Steps		References	Initials
ED02.1	Verify crew's performance	SOLAS 20 III/29 SOLAS 20 II-2/15.2.2, III/19.3.5 & 29 STCW A-II/2, A-III/6, A-V/2.4 & A-VI/3 STCW A-III/6 STCW A-V/2.4 STCW A-VI/3	
ED02.2	Verify weekly fire drills performed and crew members have participated	SOLAS 20 II-2/15.2.2 SOLAS 20 III/19.5 SOLAS 20 III/30	

Verifying Officer Guidance: Crew's performance should consider including but not be limited to fire-fighting methods, sound the alarm, locating and isolating, extinguishing, reflash, smoke extraction, & use of fire-fighting equipment.

Inspector's Name: (Last, First, Initial)

EMPLID:

Verifying Officer's Signature:

Date:

Task: FPVE-FU01 Issue or endorse vessel's Certificate of Compliance

Condition: *Upon completion of the examination*

Standard: *In accordance with current policies, procedures and processes*

- References:**
1. Title 46, Code of Federal Regulations Part 2 Vessel Inspections
 2. COMDTINST M16000.6 Marine Safety Manual Volume I Administration & Management
 3. MPS-PR-CSNCOE-01 Conducting Foreign Passenger Vessel Annual or Periodic COC Examinations
 4. CGTTP 3-72.2 Foreign Passenger Vessel Examiners (FPVE) Tactics, Techniques, and Procedures
 5. CGTTP 3-72.10 Foreign Passenger Vessel Exam (FPV) Certificate of Compliance (COC) Periodic Exam Tactics, Techniques, and Procedures

Steps		References	Initials
FU01.1	Issue and/or endorse Certificate of Compliance, as applicable	46 CFR 2.01-6 MPS-PR-CSNCOE-01 CGTTP 3-72.2 & 3-72.10	
FU01.2	Obtain a copy of endorsed Certificate of Compliance for the unit's vessel file	MSM I/12.E.7	

Verifying Officer Guidance:



Inspector's Name: (Last, First, Initial)	EMPLID:
Verifying Officer's Signature:	Date:

**Performance Qualification Standard and Job Aid Change
Recommendation Form**

From: _____ Date: _____

PQS/Job Aid Title:

Section(s) Affected:

Remark(s)/Comment(s):

Reference(s):

Signature: _____

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