

# QUARTERLY MAINTENANCE INSPECTION CHECKLIST

## Safety Constructions (SC)

**Date of inspection-** spell out the month! (30 MARCH 2020) \_\_\_\_\_

**Name of inspector (print):** \_\_\_\_\_

**DIRECTIONS:** Print this checklist and take it with you as you do your work. If any item **FAILS** inspection, **enter notes** to explain what you found. Submit to the Captain for signature when complete.

**HELM CONNECT ENTRY-** If the system is not in good working order, choose FAIL in the Helm record and complete a new, separate task for what needs to be done to return it to good working order. Finish this part of the QMI inspection and keep the new task open until repairs are completed.

**NAMING THE NEW TASK-** The task title in the description field should **start with the item number** on the list **followed by a short description**. For example: **“M1- Grinders found without guards”**.

**General (circle one)- PASS / FAIL**

**If FAIL, list new helm task #s here:** \_\_\_\_\_

| Item # | Description  | OK | N/A | Needs repair / attention |
|--------|--|----|-----|--------------------------|
| SC1    | Is the steering gear control system operating properly, including all alarms?  |    |     |                          |
| SC2    | Are officers knowledgeable in the emergency steering procedures? Changeover procedures posted at steering stations?  |    |     |                          |
| SC3    | Is communication equipment between the bridge/steering gear compartment working properly?  |    |     |                          |
| SC4    | Have required arrival and departure tests been carried out (testing steering, general alarms, whistle, etc.)? <a href="#">Log entry?</a>   |    |     |                          |
| SC5    | Are electric outlets and fixtures in crew cabins in satisfactory condition in accordance with International Labor Organization requirements?   |    |     |                          |
| SC6    | Do doors to accommodation spaces close properly?   |    |     |                          |
| SC7    | Are emergency towing arrangements fitted to both ends of the vessel capable of rapid deployment without main power on vessel? Are written emergency towing procedures available on the bridge?   |    |     |                          |
| SC8    | Fuel Oil Arrangements Vessels <b>built &gt; July 1, 1998</b> -----Are all external high-pressure fuel oil delivery lines between pumps and injectors fully jacketed with collection system and alarm? (Note: Engine <375 KW to be fitted with suitable enclosure.) |    |     |                          |
| SC9    | <b>Built Before July 1, 1998</b> -----Are all surfaces with temperatures above 220°C subject to fuel oil contact properly insulated?   |    |     |                          |
| SC10   | Are there at least 2 EEBD on each machinery space and accommodation deck? Are they properly charged and serviced within last 12 months.  |    |     |                          |
| NOTES: |  |    |     |                          |

# QUARTERLY MAINTENANCE INSPECTION CHECKLIST

**Waste Oil and Sludge (circle one)- PASS / FAIL**

**If FAIL, list new helm task #s here:** \_\_\_\_\_

| Item # | Description  | OK | N/A | Needs repair / attention |
|--------|--|----|-----|--------------------------|
| SC11   | Is approved SOPEP/SMPEP-NLS/SMPEP up-to-date and in working language of Master and officers?   |    |     |                          |
| SC12   | Is the last recorded SOPEP drill less than 3 months prior to this inspection?  |    |     |                          |
| SC13   | Do transfer procedures contain instructions for reporting oil discharges (or hazardous cargoes) into the sea?  |    |     |                          |
| SC14   | Is the Oil Record Book in the latest format and filled out properly based on actual operations and using proper letter codes? Are receipts for deliveries available and can be used to document ORB entries? |    |     |                          |
| SC15   | Are oily waste products (filters, rags, booms, pads, etc) stored in accordance with approved plans?  |    |     |                          |
| SC16   | Bilge Free of Oil and level pumped to minimum?   |    |     |                          |
| SC17   | The sludge tank does not have a direct connection overboard.   |    |     |                          |
| SC18   | Are bilge and sludge pump arrangements in compliance with MARPOL regulations?  |    |     |                          |
| SC19   | Sludge Pump - Is operation confirmed satisfactory?   |    |     |                          |
| SC20   | On Deck Discharge for oily waste Is fitted with MARPOL Regulation 13 standard discharge connection?  |    |     |                          |
| NOTES: |  |    |     |                          |

**Oily Water Separator (circle one) - PASS / FAIL**

**If FAIL, list new helm task #s here:** \_\_\_\_\_

| Item # | Description   | OK | N/A | Needs repair / attention |
|--------|---|----|-----|--------------------------|
| SC21   | Oily Water Separator - Is unit operating satisfactorily?  |    |     |                          |
| SC22   | Oily Water Separator (OWS)---There are no overboard discharge by-pass fittings installed?                 |    |     |                          |
| SC23   | Is the 15 ppm alarm including auto stop operating satisfactorily?   |    |     |                          |
| SC24   | Is a red numbered seal fitted to the discharge line valve to prevent overboard discharge when applicable? |    |     |                          |
| NOTES: |   |    |     |                          |

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## Fuel Purifier (circle one) - PASS / FAIL

If FAIL, list new helm task #s here: \_\_\_\_\_

| Item # | Description  | OK | N/A | Needs repair / attention |
|--------|--|----|-----|--------------------------|
| SC25   | Oil Filtering (Fuel Purifier if fitted) -----Are all associated gauges, piping and valves in satisfactory condition? |    |     |                          |
| SC26   | Are piping, pumps, valves and deck machines free of leaks?   |    |     |                          |
| NOTES: |  |    |     |                          |

## Garbage Management (circle one) - PASS / FAIL

If FAIL, list new helm task #s here: \_\_\_\_\_

| Item # | Description   | OK | N/A | Needs repair / attention |
|--------|---|----|-----|--------------------------|
| SC27   | Garbage Management-----Are pollution placards displayed?                                |    |     |                          |
| SC28   | Is the garbage record book up to date and signed?                                       |    |     |                          |
| SC29   | Is garbage stored in a place and way that does not create a health or pollution hazard? |    |     |                          |
| SC30   | Are all loose drums/drum lids and other items on deck labeled with the Vessel name?     |    |     |                          |
| NOTES: |   |    |     |                          |

## Dewatering (circle one) - PASS / FAIL

If FAIL, list new helm task #s here: \_\_\_\_\_

| Item # | Description   | OK | N/A | Needs repair / attention |
|--------|---|----|-----|--------------------------|
| SC31   | Are forepeak tank, Bosn's store and f'csle space able to be drained and/or dry?                 |    |     |                          |
| SC32   | Are bilge level alarms (audible and visual) working? A written record of their regular testing? |    |     |                          |
| NOTES: |   |    |     |                          |

# QUARTERLY MAINTENANCE INSPECTION CHECKLIST

Lifting Arrangements (circle one) - PASS / FAIL

If FAIL, list new helm task #s here: \_\_\_\_\_

| Item # | Description  | OK | N/A | Needs repair / attention |
|--------|--|----|-----|--------------------------|
| SC33   | Is the safe color coding for the year in effect on all lifting shackles, blocks and apparatus?   |    |     |                          |
| SC34   | Are all lifting points labeled with a SWL?   |    |     |                          |
| SC35   | Are there any "improvised" lifting points in use lacking a SWL designation?  |    |     |                          |
| SC36   | Are there Load Test Certificates on board for the lifting gear performed within the previous 12 months?  |    |     |                          |
| SC37   | Is the winch inspection log accessible at the operation station?   |    |     |                          |
| SC38   | Does the inspection record show frequent, recent and realistic use pattern?  |    |     |                          |
| SC39   | Is the Crane inspection log accessible at the operation station?   |    |     |                          |
| SC40   | Does the Crane inspection record show frequent, recent and realistic use pattern?  |    |     |                          |
| SC41   | Is the lifting register up to date and complete for the lifting gear on board?   |    |     |                          |
| SC42   | Is there a load cell on board?   |    |     |                          |
| SC43   | Is the load cell calibration expiry within 4 months?   |    |     |                          |
| SC44   | Is signage unmistakably indicating the "safe lifting color" for the year posted on the vessel in a number of places appropriate to the use or storage of lifting gear to ensure it is understood by all? |    |     |                          |
| NOTES: |  |    |     |                          |