



IMMARBE

International Merchant Marine Registry of Belize

MINIMIZING THE RISK OF A PORT STATE CONTROL DETENTION

TO ALL SHIPOWNERS AND OPERATORS, DEPUTY REGISTRARS, RECOGNIZED ORGANIZATIONS AND GSI INSPECTORS

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1. PURPOSE

- 1.1. This Merchant Shipping Notice is intended to provide basic guidance to Masters and Seafarers when preparing themselves to undergo a Port State Control (PSC) inspection by providing several informative documents on typical deficiencies found on ships, its equipment or its crew and the application of checklists targeting these findings that can be used prior arrival to a designated port.

2. DOCUMENTS ATTACHED

2.1. Pre Arrival Checklist

- 2.1.1. The checklist attached has been compiled from analyzing deficiencies found by Port State Control officers on Belize Registered ships. All deficiencies have led to a ship being detained.
- 2.1.2. Owners and operators are advised to use this checklist prior to their ships entering port. This will significantly reduce the likelihood of the ship being detained.
- 2.1.3. The items on the checklist constitute the minimum points that should be checked to ensure your vessel conforms to international convention requirements therefore it is strongly advised that all the items in this guide are checked prior to entering port.
- 2.1.4. For convenience, the deficiencies have been listed by distinct areas on a ship. This means that each crew member can take responsibility for their own area. The checklist is re-usable.

2.1.5 The checklist should serve to supplement the ISM operation and maintenance procedures and should be used in conjunction with any in-depth PSC 'Maintenance Guide Checklist', developed tool.

2.2 PSC Information Booklet

2.2.1 Most ship owners and operators look upon Port State Control as a necessary evil, in many instances the lack of knowledge of PSC procedures and a better understanding of how to approach a PSC inspector during an inspection, leads to a ship getting detained becoming an expensive situation.

2.2.2 The attached booklet has been compiled with the sole intention of providing a general knowledge of the Port State Control activities and some preventing measures/critical areas that should be taken into consideration to avoid detentions.

3 DATE OF IMPLEMENTATION

3.1 This Merchant Shipping Notice is to be brought to the attention of Masters and Seafarers and be implemented forthwith.



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Any queries related to this Notice should be directed to:

INTERNATIONAL MERCHANT MARINE REGISTRY OF BELIZE
Technical Department
Tel. (501) 223-5026 / 5031 / 5047
Fax. (501) 223-5048 / 5070
e-mail. Immarbe@btl.net

Pre arrival PSC checklist

1. Master's office / responsibilities

1. **Certificates**
Original copies of all trading certificates and documents
Available
2. **STCW**
All officers should be in possession of their certificates of competence and Endorsements or CRA's
3. **SOPEP**
Approved, up to date and with contact details included
4. **ISM emergency preparedness**
Drills to be carried out regularly and effectively with documented evidence

Notes:

1. PSC officers will always commence their inspection in the Master's office. It is essential that certification is up to date, valid and organized.
2. If machinery or equipment is damaged or not operating correctly, make a note of it. Also make a note of the corrective action. This will demonstrate to the PSC officer that you are aware of the problem and that you have procedures in place to report and rectify deficiencies.

Pre arrival PSC checklist

2. Bridge area

1. **Nautical publications**
Valid and as required for the voyage
2. **Charts**
Correct charts for voyages being undertaken and corrected as necessary
3. **Magnetic compass**
Easily readable and correctly adjusted (deviation card)
4. **Lights, shapes, sound-signals**
In good working order
5. **GMDSS**
In working order
6. **EPIRB**
In working order; updated maintenance records available
7. **Fire detection cabinet**
Alarms in working order

Notes:

1. PSC officers will always check the date of expiry of battery of all the equipment in the bridge that will require periodic inspection such as EPIRB, SART, Two-way Radios should always be charged.
2. Communication between the bridge and steering gear room and ruder indicator test is a drill exercise that is frequently conducted while at the bridge.

Pre arrival PSC checklist

3. Life saving appliances

1. **Emergency lighting and batteries**
Functioning correctly and in place
2. **Lifeboats**
Structure sound
3. **Lifeboat engine**
Able to start without difficulty
4. **Lifeboat davit**
Well maintained and in good working order
5. **Lifeboat inventory**
All as required and supplies not expired
6. **Lifebuoys**
Correct number and location and in good condition
7. **Lifejackets**
Correct number and location and in good condition
8. **Inflatable liferafts**
Clear of obstructions. Weak link correctly positioned and hydrostatic release in date

Notes:

1. PSC will not accept oil drums and wood pallets in way of muster stations, escape routs, life boats embarkation stations.
2. PSC will randomly ask a crew to provide a lifejacket to check if the light is operational and if provided with whistle.

Pre arrival PSC checklist

4. Accommodation

1. **Fire doors**
Able to close tight and in good condition
2. **Fire fighting equipment**
Available, in place and in good working order
3. **Fire control plan**
In place and up to date, EEBDS location marked
4. **Signs, indications (weathertight doors, fire detectors, fire dampers, ventilation)**
All in place and as required
5. **Emergency lighting and batteries**
Functioning correctly and in place
6. **Sanitary facilities**
Equipment in place, clean and functioning correctly

Notes:

1. Fire doors equipped with automatic closing devices should not be held open with shims nor ropes/wires by the crew, this practice is not allowed by PSC.
2. IMO signs indicating emergency exit routes and other safety equipment in the accommodation are always checked by PSC on his way to the Master's cabin or messroom.

Pre arrival PSC checklist

5. Deck Area

1. **Deck corrosion**
Ensure deck well maintained, not corroded, holed or wasted
2. **Railings, cat walks**
Ensure all well maintained, not corroded, holed or Wasted
3. **Cargo and other hatchways**
Ensure weathertight and the covers are in good condition with securing devices adequate and in place
4. **Weathertight doors and rubber sealing**
In good condition and securing correctly, rubber not painted
5. **Ventilators, air pipes, casings**
Clearly marked and in good working condition
6. **Winches and capstans**
Clearly markings and in good working condition
7. **Fixed fire extinguishing installation**
Bottles correctly serviced and dated; release mechanisms in good condition and in place
8. **Fire fighting equipment**
Available, in place and in good working order with valid recharge date marked where appropriate

Pre arrival PSC checklist

5. Deck area continued

9. **Fire dampers, quick closing devices and means of control**
Clearly marked, easy to operate and corrosion free

10. **Signs, indications (weathertight doors, fire detectors, fire dampers, ventilation)**
All in place and as required

Notes:

1. Corroded or non-operable fire dampers are one of the most common detainable items, sometimes a fresh paint will be an indication to the PSC officer that the crew may be hiding the real condition of the equipment on deck.

2. The condition of the hatchway covers and their closing devices are always checked during PSC inspections.

Pre arrival PSC checklist

6. Working spaces

1. **Emergency fire pump**
Capable of being started easily and delivering sufficient pressure at hoses

2. **Emergency generator**
Able to be easily operated and connected to the switchboard

3. **Lighting**
Ensure adequate and with covers

Notes:

1. Loose wire, un-protected steam pipes or rotating machinery are hazard to the crew and PSC always check for safety hazards in engine room.

Pre arrival PSC checklist

7. Engine Room

1. **Retention of oil onboard**
Ensure correct tanks are being used and emptied at port Facilities
2. **Cleanliness of engine room**
Clean, no oil leaks, clean bilges and tank tops and no oily rugs
3. **Auxiliary engines**
All in working order
4. **Propulsion main engine**
All components functioning correctly
5. **Jacketed piping system for high pressure fuel lines**
Approved system in place
6. **Oil filtering equipment (oily water separator)**
Working correctly, ensure no illegal pipe work
7. **15 PPM alarm arrangements**
Functioning as required
8. **Oil record book**
Data correctly entered
9. **Fire pumps**
In working order with adequate pressure
10. **Steering gear**
Functioning correctly

Pre arrival PSC checklist

7. Engine room continued

- 11. Signs, indications (weathertight doors, fire detectors, fire dampers, ventilation)**
All in place and as required
- 12. Emergency lighting and batteries**
Functioning correctly and in place
- 13. Fire fighting equipment**
Available, in place, in good working order with valid recharge date marked where appropriate
- 14. Weathertight doors**
In good condition, securing correctly and capable of being closed remotely

Notes:

1. Oily rags, plastic containers and other sources of a fire should never be left in the engine room after work has been carried out, this will be a ground for detention by PSC.

PSC Information Booklet

Background

Aims of PSC:

All countries have the right to inspect ships of foreign flags visiting their ports to ensure that they meet IMO requirements regarding safety and marine pollution prevention standards. Thus Port State Control is intended as a tool for any country to

- a. control safety standards, safeguard the own territory against hazards to safety and the environment, and
- b. to keep substandard ships off their coast.

Since 1982 various countries have agreed within certain areas in the world to co-operate with PSC and have signed agreements called "MEMORANDUM OF UNDERSTANDING ON PORT STATE CONTROL"

These agreements establish rules for:

- a. training of the inspectors,
- b. inspections on a common scope, amount of inspections per year
- c. general agreements on clear grounds for detaining a ship,
- d. a database system for exchanging information about inspected ships

Legal Background:

The right to inspect ships by port states is laid down in the following Conventions:

SOLAS Convention 74/78

MARPOL Convention 73/78

Loadline Convention 1966

STCW Convention 1995

Collision Prevention Regulations 1972

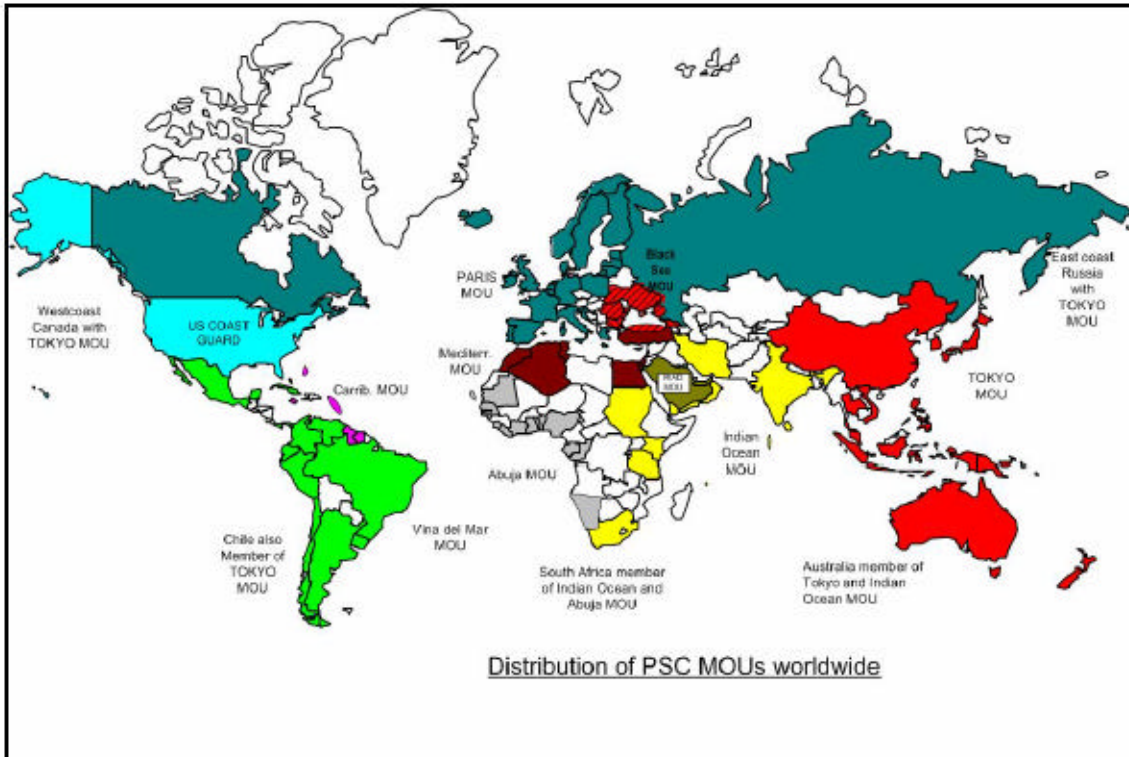
International Tonnage Convention 1969

ILO Convention Nr. 147 (crew accommodation)

Note: All the above conventions have been ratified by Belize.

PSC Information Booklet

PSC Regional Agreements



Agreement Areas with their members:

PARIS MOU:

Belgium, Bulgaria, Canada, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Latvia, Netherlands, Norway, Poland, Portugal, Russian Federation, Slovenia, Spain, Sweden, United Kingdom

Website www.parismou.org
Email office@parismou.org

TOKYO MOU:

Australia, Canada, Chile, China, Fiji, Indonesia, Japan, Republic of Korea, Malaysia, New Zealand, Papua New Guinea, Philippines, Russian Federation, Singapore, Thailand, Vanuatu, Vietnam, Hong Kong (China)

Website www.tokyo-mou.org
Email secretariat@tokyo-mou.org

VIÑA DEL MAR MOU:

Argentine, Bolivia, Brazil, Chile, Cuba, Ecuador, Colombia, México, Panamá, Perú, Uruguay, Venezuela

Website www.acuerdolatino.into.ar
Email ciala@prefectura naval.gov.ar

CARIBBEAN MOU:

Anguilla, Antigua and Barbuda, Aruba, Bahamas, Barbados, Bermuda, British Virgin Islands, Cayman Islds, Dominica, Dominican Republic, Grenada, Guayana, Jamaica, Monserrat, Netherlands Antilles, Saint Kitts & Nevis, Saint Lucia, St. Vincent and the Grenadines, Suriname, Trinidad & Tobago, Turks and Caicos Islas

Website www.caribbeanmou.org
Email Caribmou@Caribbeanmou.org

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MEDITERRANEAN MOU:

Algeria, Cyprus, Egypt, Israel, Jordan, Libanon, Malta, Morocco, Tunisia, Turkey, Palestine Authority

Website www.medmou.org

Email medmou@dataxprs.com.eg

INDIAN OCEAN MOU:

Australia, Bangladesh, Djibouti, Eritrea, India, Iran, Kenya, Maldives, Mauritius, Mozambique, Oman, Seychelles, South Africa, Sri Lanka, Sudan, Tanzania, Yemen

Website www.iomou.org

Email iomou@sancharnet.in

WEST and CENTRAL AFRICAN MOU - ABUJA MOU:

Angola, Benin, Cameroon, Cape Verde, Congo, Cote d'Ivoire, Equatorial Guinea, Gabon, Gambia, Ghana, Guinea, Liberia, Mauritania, Namibia, Nigeria, Senegal, Sierra Leone, South Africa, Togo

Website NOT AVAILABLE

Email wcamoupsc@micro.com.ng, abujamou@yahoo.com

BLACK SEA MOU:

Bulgaria, Georgia, Romania, Russian Federation, Turkey, Ukraine.

Website www.bsmou.org

Email bsmousecretariat@superonline.com

RIYADH MOU:

The Kingdom of Bahrain, State of Kuwait, Sultanate of Oman, State of Qatar, Kingdom of Saudi Arabia, The United Arab Emirates

Website NOT AVAILABLE

Email NOT AVAILABLE

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PSC Procedure

Boarding Procedures

PSC Inspectors will board a ship without announcement and primarily check the ship's documents for completeness and validity.

If there are any grounds to believe that the ship is substantially not conforming to the international conventions, the inspector will carry out an expanded inspection of the ship's condition and the required equipment.

The Master will receive an official inspection report consisting of Form A and B.

1. **Form A** lists the ship's details and the validity of the relevant certificates.
2. **Form B** shows the list of deficiencies found (if any), with an action code which describes a timeframe for rectification for each deficiency.

If clear grounds are established that the ship forms a hazard to safety and/or the environment, the PSCO will have the right to detain the ship in port until the respective deficiencies have been rectified and resurveyed. The PSC authority will either resurvey by own inspectors or ask for a survey report from the Classification surveyor to verify their rectification.

In case of a detention the PSC authority has the right to present a bill about their inspection activities. Any detention has to be reported as soon as possible by the authority to IMMARBE, the classification society and IMO.

The data about the inspection and the given timeframe for rectification are entered in a computer system used by all members of a regional PSC agreement. (See previous page for contacts)

Action Codes

The given timeframe for rectification of each deficiency is commonly given in a coded form in the inspection report, called "action code".

The codes used are mainly the ones below:

- 30 = Grounds for detention
- 17 = Master instructed to rectify deficiency before departure
- 16 = to be rectified within 14 days
- 15 = to be rectified at next port of call
- 19 = rectify major non-conformity before departure
- 18 = rectify non-conformity within 3 months
- 10 = deficiency rectified
- 40 = next port informed
- 47 = as in agreed class conditions
- 50 = Flag State/consul informed
- 70 = Classification society informed
- 80 = temporary repair

Inspection Campaigns

The regional PSC MOU members from time to time agree to carry out special concentrated inspection campaigns (CIC) for periods of generally 3 months.

Within such campaigns special attention will be laid on certain details during the regular inspections held onboard.

Following campaigns have been carried out in the past:

- Inspection of crew accommodation acc. ILO Conv. Nr. 147

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- Inspection of ISM implementation
- Inspection of the GMDSS equipment and the use by operators
- Inspection of safety on passenger ships
- Inspection of ISPS Code compliance
- Inspection of MARPOL Annex I requirements

Further campaigns are announced in advance through the PSC MOU websites and publications.

PSC in regard to ISM:

IMO Resolution A.882(21) established guidelines for PSCOs in respect of the presence of an ISM system onboard. This Resolution provides 11 questions that PSCOs use as reference for ascertain the effectiveness of the ISM Code, as follows:

1. Is there a Company safety and environmental protection policy and is the appropriate ship's personnel familiar with it? (2.2).
2. Is safety management documentation (e.g. manual) readily available on board? (11.3).
3. Is relevant documentation of the SMS in a working language or languages understood by the ship's personnel? (6.6)
4. Can senior ship officers identify the Company responsible for the operation of the ship and does this correspond with the entity specified on the ISM Code certificates? (3).
5. Can senior ship officers identify the "designated person"? (4).
6. Are procedures in place for establishing and maintaining contact with shore management in an emergency? (8.3).
7. Are programmes for drills and exercises to prepare for emergency actions available on board? (8.2)
8. How have new crew members been made familiar with their duties if they have recently joined the ship and are instructions which are essential prior to sailing available? (6.3).
9. Can the master provide documented proof of his responsibilities and authority, which must include his overriding authority? (5).
10. Have non-conformities been reported to the Company and has corrective actions been taken by the Company? (9.1, 9.2)
11. Does the ship have a maintenance routine and are records available? (10.2).

Note: The number between brackets refers to the section of the ISM Code to which the question relates.

Special Banning Rules within PARIS MOU:

Since July 1st, 2003, The PARIS MOU in conjunction with the EC issued a regulation about banning ships from EC waters:

On the basis of EC Directive 2001/106/EC any oil tanker, product carrier, bulk carrier, and passenger ship can be banned which

- flies a flag of "very high risk" acc. to the MOU Black List and has been detained twice within three years or

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- flies a flag of “medium risk” acc. to the MOU Black List and has been detained 3 times within 2 years Detentions from 2002-01-22 will count towards a ban.

The ban will only be lifted after official statements from class and flag that the ship complies in full and a thorough inspection by PSC.

Special rules for Expanded Inspections within PARIS MOU:

Since July 2003, the following ships are subject to an annual expanded inspection when visited:

- Oil tankers over 15 years of age and 3000GRT,
- chemical and gas carrier over 10 years,
- bulk carriers over 15 years and passenger ships over 15 years

Masters have to report to PSC in advance if the next inspection is due again. Further details can be found in the PARIS MOU Internet pages (“MEI Information”).

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Prevention

Preventive Actions:

In order to avoid problems with Port State Control inspections owners should care for that their ships are properly maintained and all international requirements are fulfilled onboard. Following points should be observed:

- continuous maintenance onboard,
- regular training of the crew for emergency situations,
- regular check of the certificates' validity and due surveys,
- cleanliness on deck (first impression!),
- access control onboard,
- correct and polite cooperation with the PSC official, accompany PSCO to clarify questions on the spot,
- open locked doors etc.

Critical Areas:

The statistics on the deficiencies found by PSC show that the majority of the deficiencies are found in the area of the Safety and MARPOL Equipment. We broke down these deficiencies by categories to discover the top ten findings PSC listed in their recent detention reports:

1. Charts, nautical publications
2. Lifeboats, rescue boats and inventory, launching arrangements
3. Fire main, hydrants, hoses and nozzles, emergency fire pump
4. Fire dampers
5. Fire and watertight doors
6. Generators, auxiliaries
7. Electrical Equipment and emergency lighting
8. Cleanliness of engine room
9. Oil filtering equipment and 15 ppm alarm arrangements
10. Ventilators, air pipes and casings