



Australian Government  
Australian Maritime Safety Authority

# SHIP INITIAL INSPECTION CHECKLIST

## Port State Control

Ship name

Port of inspection

Date

Inspector

Signature

# SHIPSYS MOBILE USERS ONLY

## INSPECTION TIMES

Initial inspection	Date	Time	Detailed inspection	Date	Time
Commenced initial inspection	/ /20		Commenced detailed inspection	/ /20	
Completed initial inspection	/ /20		Completed detailed inspection	/ /20	

## GENERAL DETAILS

Owner (record owner's name from ship's registration papers or C.S.R)		IMO registered owner number	Country
Charterer		P&I club	Agent
Last special survey (dd/mm/yyyy)	Port of registry	Type of cargo	
Master advises that all equipment is operating satisfactorily and that the vessel is seaworthy YES / NO		Master's signature	
Comments			
Scheduled departure date / /20	Time	Next port	ETA next port

## CREW QUALIFICATIONS

(Place a ✓ against the applicable certificates)

Rank	Valid CoC The Certificate of Competency (CoC) kept on board, must be an original with an English translation included	Valid Flag Endorsement The flag State must recognise any certificate issued by another party to any officer serving under its flag	Tanker Endorsement Tanker endorsements or certificates are required for officers and certificates for ratings assigned specific duties related to cargo operations to show compliance with (Reg V/1-1 and V/1-2)	The minimum requirement for a vessel operating in sea area A3, is for one navigating officer to hold a valid GMDSS GOC and all others to hold valid GMDSS ROC certificates
Master >500 GT	II/2 <input type="checkbox"/>	<input type="checkbox"/>	V <sup>1</sup> <input type="checkbox"/>	GOC/ROC <input type="checkbox"/>
Chief Officer >500 GT	II/2 <input type="checkbox"/>	<input type="checkbox"/>	V <sup>1</sup> <input type="checkbox"/>	GOC/ROC <input type="checkbox"/>
Officer NW	II/1 <input type="checkbox"/>	<input type="checkbox"/>	V <input type="checkbox"/>	GOC/ROC <input type="checkbox"/>
Ratings NW	II/4 <input type="checkbox"/>		V <input type="checkbox"/>	
C/Engineer >3000 kW	III/2 <input type="checkbox"/>	<input type="checkbox"/>	V <sup>1</sup> <input type="checkbox"/>	
2/Engineer	III/2 <input type="checkbox"/>	<input type="checkbox"/>	V <sup>1</sup> <input type="checkbox"/>	
Officer EW	III/1 <input type="checkbox"/>	<input type="checkbox"/>	V <input type="checkbox"/>	
Rating EW	III/4 <input type="checkbox"/>		V <input type="checkbox"/>	

<sup>1</sup>Masters, Chief Engineers, Chief Officers and Second Engineers and any other person with immediate responsibility for loading, discharge and care in transit and handling of cargo require a tanker endorsement to show compliance with Reg V/1-1 and V/1-2.

## DOCUMENTATION

(Place a ✓ against the applicable items inspected)

- |   |  |
|---|--|
| <input type="checkbox"/> Appropriate cargo documentation<br><input type="checkbox"/> Appropriate cargo publications<br><input type="checkbox"/> Approved stability information<br><input type="checkbox"/> Cargo Gear Record Book<br><input type="checkbox"/> Cargo Record Book<br><input type="checkbox"/> Cargo securing manual<br><input type="checkbox"/> Continuous Synopsis Record<br><input type="checkbox"/> Document of Authorisation (Grain)<br><input type="checkbox"/> Document of Compliance (Dangerous Goods)<br><input type="checkbox"/> Documented Safety Management System<br><input type="checkbox"/> Enhanced survey report<br><input type="checkbox"/> Evidence of annual test of 406 EPIRB/VDR/AIS<br><input type="checkbox"/> Garbage management plan/record book | <input type="checkbox"/> International Civil Liability Insurance Certificate (Bunkers/oil pollution)<br><input type="checkbox"/> Last PSC report<br><input type="checkbox"/> LRIT conformance test report<br><input type="checkbox"/> MASTREP Book<br><input type="checkbox"/> Official log book entries, records of drills etc<br><input type="checkbox"/> Oil Record Book(s)<br><input type="checkbox"/> P&A Manual (Chemical Tankers)<br><input type="checkbox"/> P&I Insurance (Certificate of Entry)<br><input type="checkbox"/> REEFVTS Users Guide<br><input type="checkbox"/> Ship type appropriate for the cargo<br><input type="checkbox"/> Shore based radio equipment maintenance agreement<br><input type="checkbox"/> SOPEP / SMPEP / SEEMP<br><input type="checkbox"/> Survey report file |
|---|--|























**ADDITIONAL COMMENTS**

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