

 <b>Maritime &amp; Coastguard Agency</b>	<b>FISHING VESSEL AIDE MEMOIRE – UNDER 15M INSPECTION</b>	Doc No <b>MSF 5549</b>
		Revision <b>0821</b>
	<b>Vessel Name</b> <b>Surveyor Name</b> <b>Date of Inspection</b>	
<b>INTRODUCTION AND BACKGROUND TO REQUIREMENTS</b>		
Based on MSN 1871 and MSN1885		

**CERTIFICATES AND RECORDS**

1	Valid Certificate of Registry (change of ownership and/or modifications, i.e., length/engine requires new/amended CoR)	
2	Previously open deficiencies closed or re-issued	
3	Photograph of vessel	
4	Measure and record freeboard (check against previous measurement if available) –	
5	<b>Safety Signage</b>	
6	Annual Self Certification	
7	Check MMSI registered and correctly input into GMDSS radio. Emergency radio procedure posted up – Test Call. <b>Does vessel carry Iridium (see MIN636 latest amendment and section 12.4.3 of MSIS27 Chapter 12.</b>	
8	Valid Radio licence – details of ownership correct?	
9	Valid Servicing Certificates for Fire Appliances (MGN 276), Liferrafts etc	
10	Risk Assessment conducted or copies on board, updated annually, since change of ownership, or fishing method. MGN 587	
11	Written Risk Assessment for Man Overboard (ref to MGN 571) – any mitigating action to eliminate risk of MOB or PFDs worn	
12	Crew aware of risk assessment	
13	<b>Crew aware of procedures for entry into dangerous (enclosed) spaces (see Chapter 15 of the Code of Safe Working Practices Entering dangerous (enclosed) spaces); and MGN 309(F) Fishing Vessels —The Dangers of Enclosed Spaces.</b>	
14	Written Health and Safety Policy if more than 5 crew	
15	Hours of rest records	
16	Man Overboard Risk Review conducted with skipper	
17	Conduct Drills, including at least one MoB <b>including recovery of unconscious person on crewed vessel</b>	
18	Record of regular Drills <b>– Muster Lists</b>	
19	EIAPP and technical file for new engines over 130kW	

**CREW CERTIFICATES AND TRAINING RECORDS**

20	Crew list & is it posted ashore?	
21	Induction records	
22	On board training records for vessel equipment	
23	Emergency instructions available for each person on board. Copies of suitably up to date muster lists posted in conspicuous places and in a language understood by all on board and posters or signs in the vicinity of survival craft and their launching stations as appropriate	
24	One crew holding Short range Radio Certificate (area 1)/Restricted GMDSS (Area 2)	
25	<b>Validity of Crew Certificates of Competency</b>	
26	Validity of crew training Certificates All fishermen – Basic Sea survival (or STCW A-VI/1-1) After 3 months at sea Basic Fire Fighting (or STCW A-VI/1-2), Basic First Aid (or STCW A-VI/1-3) and Basic Health and Safety (no STCW equivalent) After 2 years' experience Safety Awareness and risk assessment	
27	Voluntary training - Skippers U15m Certificate or Nav Watchkeeping/Engine room watchkeeping Stability Awareness)	

<b>VESSEL</b>	
HULL	
28	Stability – condition of vessel
29	Hull condition – external/internal – no degradation, good maintenance
30	Deck bulkheads, frames condition – perforations/damage/unplugged holes/non slip
31	Watertight Doors – condition and secure space watertight
32	Watertight hatches/coamings – condition and secure space watertight
33	Bulwarks – condition, minimum height
34	Skylights – can be closed weathertight from both sides
35	Bulkheads, frames, intact condition, SFP, no damage
36	Buoyancy tanks, if appropriate – no damage
37	Fire doors, flaps etc condition
38	Ice scuttles can be closed watertight (New Vessels 2007, 2017, 2018, 2021). Side scuttles and portlights not fitted below weather deck.
39	Windows – not fitted below weather deck
40	Ventilators – height above deck, means of closure
41	Air pipes – sound construction, efficient, able to close watertight. Provision to prevent overpressure. Anti-flash gauze diaphragms in oil pipes over 25mm
42	Freeing Ports clear of obstruction – minimum area 3% of bulwark area – NOT FITTED TO OPEN VESSELS
43	Discharges – below freeboard deck with shut off or non-return valves, exhaust pipes in hull below deck non return valve device or flap to prevent water ingress
44	Examination of tonnage valve for draining above deck structures where wash water is being used or net stores.
45	Gas Cylinders, storage, safety provisions
46	Unauthorised modifications – no damage
OUT OF WATER – INTERMEDIATE/RENEWAL	
47	Condition of Hull, Stell ultra sonic test and report, Bilge Keels, Sea chests, Sacrificial Anodes
48	Wood – condition of planking, nails, caulking, etc
49	Aluminium – condition, cracking etc
50	GRP – condition, gel coat, damage, osmosis etc
51	Stern Gear Condition – Report, shaft clearances, Lubrication, Propeller, Kort Nozzle
52	Steering Gear condition, test, rudder stock, rudder. Clearances
53	Condition of sea inlet and discharge valves/cocks
54	Draught marks – condition/accuracy
WHEELHOUSE/CABIN	
55	Windows – condition and to standard
56	Doors – condition – able to open from both sides?
57	Instructions for on board maintenance of LSA are on board – inspect any non-mandatory LSA i.e., immersion suits/thermal protective aids
58	Table or curve of residual deviations for magnetic compass may be provided
59	Operational and, where appropriate, maintenance manuals for all navigational equipment provided
60	Where fitted, the magnetic compass
61	Where fitted, Gyro Compass
62	Where fitted, radar installation
63	Where fitted, automatic radar plotting aid
64	Where fitted, echo-sounding device
65	Where fitted, speed and distance indicator
66	Where fitted, rudder angle indicator
67	Where fitted, propeller rate of revolution indicator
68	Where fitted, variable pitch propeller pitch and operational mode indicator
69	Where fitted, Automatic identification system
70	Where fitted, voyage data recorder
71	Where fitted, ECDIS
72	Where fitted, GPS
73	Vessel complies with MGN314 – if not ensure visibility is adequate
74	Any accommodation facilities meet the requirements of ILO188- Over 10m with sleeping accommodation, to have toilet with inlet, discharge, pipes and appropriate valves
75	Galley Cleanliness
76	Provisions stores, refrigerated spaces, cleanliness

77	Garbage arrangements	
DECK		
78	Embarkation arrangements and launching appliances for each survival craft including relevant tests	
79	Access to safety equipment	
80	PFD servicing – MGN 548 non SOLAS, MGN 553 SOLAS	
81	Encourage use of PFDs/lifelines at all times, even if risk assessment says risk of MOB eliminated	
82	If PFD requires to be fitted with crotch strap: the crotch strap is in place and in good condition; is not tied up with tape, tie wraps, or any other means that would indicate it is not being used; the crew are made aware of the dangers of wearing a PFD without the crotch strap being connected.	
83	Man Overboard – discuss means of recovering if single handed or recovery with crew	
84	Boarding Ladder – (new builds required) – Discuss RNLI Rigged and ready advice <a href="https://rnli.org/safety/choose-your-activity/commercial-fishing#">https://rnli.org/safety/choose-your-activity/commercial-fishing#</a>	
85	Safety of operation of fishing gear, winches, wires, blocks, nets, lines etc (LOLER/PUWER)	
86	Hand rails/hand holds/grab rails on exposed decks. Non-slip surfaces on decks	
MACHINERY		
87	Main and Auxiliary engines – securely mounted, condition, guards, exhaust, protected no exposed high temperature surfaces, fuel lines	
88	Condition of pipework, securing clips, skin fittings, sea cocks and their ease of operation	
89	Electrical cables – condition/sealed container, securely clipped, electrically safe	
90	Batteries – condition – ventilated	
91	Steering gear, condition, operational test	
92	MEGGAR Test record (new installations)	
93	Fire risks and hazards	
94	Arrangement for oil fuel, lubricating oil and other flammable oils. Operation of remote means of closing valves on tanks that contain oil fuel, lubricating oil and other flammable oils Bunding arrangements Bilge arrangements – means of discharging automatically from Engine Rooms Fuel filtering arrangements	
95	Operation of remote means of closing valves on tanks that contain oil fuel, lubricating oil and other flammable oils	
96	Bunding arrangements	
97	Bilge arrangements – means of discharging automatically from engine rooms	
98	Fuel filtering arrangements	
99	Bilges – condition, cleanliness	
100	Fire extinguishing and special arrangements in the machinery spaces. Operation of the remote means of control provided for: - opening and closing of the skylights, release of smoke, closure of the funnel and ventilation openings, closure of doors, stopping of ventilation fans, stopping of oil fuel and other pumps that discharge flammable liquids	
101	Fuel, Type, Stowage, signage, Shut-offs/jettisonable, safety issues	
102	Emergency stops on power equipment such as haulers and conveyors, Test.	
103	Mooring and anchoring arrangements	
LIFE SAVING APPLIANCES		
104	Lifejackets, with lights. 1 per person, with 2 spares for vessels over 10m decked and 12m open. Lifejackets (inc, whistles, retro-reflective material and lights) PFDs to comply with EN ISO 12402, auto inflation and 150 Newtons buoyancy.	
105	Liferafts –Comply with MSN 1871 requirements for area of operation. Float free arrangements (HRU) correctly fitted. Service as required by MGN 548 or 553. If liferaft carried, must have Handheld VHF Radio for it.	
106	1 Lifebuoy with 18m buoyant line – Vessels other than Open less than 7m must carry 2 or as 1 and a Rescue quilt.	
107	Parachute flares – 2 on open vessels under 7m. 3 on all other vessel sizes. Must be in date and in waterproof container	
108	Handheld flares – 2 on all vessel sizes – must be in date and in waterproof container	
109	1 Smoke Signal (buoyant or handheld) – must be in date and in waterproof container	
110	Gas Detector – Decked vessels where LPG appliances fitted – in lower parts of compartments, visible and audible alarm in space and control position. Test. Notice in space for action to take if alarm sounds	
111	LPG Gas Detection and alarm system, visible and audible alarm in space and control position. Test. Notice in space for action to take if alarm sounds	
112	CO Alarms – All vessels with enclosed spaces with open flame fired cooking or heating appliances or where engine exhausts run through wheelhouse or crew space. Lithium battery, tested, maintained, in date and BS EN 50291	
113	406 MHz EPIRB – All vessels from 23/10/19, Vessels under 10m or single handed may opt instead for 406MHz PLBs for all crew. If 406 EPIRB is carried, then additional PLBs may be AIS. EPIRBs and PLBs must be Registered, unless PLB is AIS	
114	Bilge Pump 1 for all decked vessels. 1 for open vessels over 7m. Test pump (pre16/7/2007 Vessels)	
115	Bilge Pumps Post 16/7/2007vessels – Under 7m 1 hand (min cap 70 (L/Min) 7-10m 1 hand, I power (min cap 70 L/Min) 10-15m 1 hand (Min cap 70 L/Min), 1 power (min cap 130 L/Min)	

116	Bilge Alarms <sup>1</sup> – All Decked vessels, and open 7-15m if bilge not visible. Audible and visual at helm/control, Test	
117	Bailer - Only less than 7m open vessels [not fitted with bilge pump]	
118	Waterproof torch – all vessels	
119	Navigation lights and sound signals - as per MSN 1781 Amendment No.2 or subsequent amendments– all vessels	
120	Charts/nautical publications for intended voyages and up to date – All vessels	
121	Compass – check – all vessels	
122	Radar reflector – all vessels – Condition, if vessel less than 150gt, should be capable of detecting by radar at 9 and 3 GHz	
123	Anchor and Cable/warp – condition – All vessels	
124	Medical kit – All vessels	
<b>FIRE DETECTION/FIGHTING</b>		
125	Smoke Alarms (accommodation/engine spaces) - Decked vessels.	
126	Fire Detectors – Decked vessels - Battery powered case by case surveyor assessed for accommodation but only where easily audible from the wheelhouse and/or deck. Engine spaces remote from wheelhouse audible and visual alarm in wheelhouse. Test	
127	Multipurpose fire extinguisher Rating 5A/34B all vessels (only less than 7m if inboard engine) – Comply with BS EN 3 or MED. Condition, serviced, location	
128	Multipurpose Fire Extinguisher for oil fire – Rating 13A/113B – All vessels except less than 7m open. Comply with BS EN 3 or MED. Condition, serviced, location. <sup>2</sup>	
129	Fire pump and hose – All vessels except less than 7m Open. Pumps, operated separately produce jet of water to any part of vessel whilst pressure maintained in fire main (see 100 below)	
130	1 Heavy Duty Fire Bucket and lanyard (required for under 7m open) Other vessels only if Fire Pump and Hose not fitted.	
131	1 Fire Blanket (if galley or cooking area) all vessels	
132	Fixed Fire fighting system for machinery space – Decked vessels over 10m – means of operation clearly marked, CO2 capacity checked. Pipework clear. Automatic discharge acceptable if space never occupied. Otherwise, advance warning audible and visual in space required. Serviced	
<b>STABILITY</b>		
109	<del>Stability book for new vessels of 12m Registered Length built after 23/10/17 and existing vessels significantly modified after that date</del>	
133	Stability record for vessels on register before 06/09/21 (roll/heel test)	
134	Stability book for under 12m LOA New vessels 2021, Cat A Fishing method, all vessels of 12m RL and over built after 23/10/17, all vessels changing to Cat A fishing methods after 06/09/21 or operating Cat A methods before 06/09/21 and making significant modifications after that date	
135	Offset Load test/Roll Test (single Hull only) for Cat B under 12m LOA New vessels 2021, pre -06/09/21 vessels and Cat C 2021 vessels changing to Cat B fishing methods after 06/09/21 or operating Cat B methods before 06/09/21 and making significant modifications after that date	
136	Offset Load tes/Roll Test (single Hull only) for Cat C under 12m LOA New vessels 2021, pre 06/009/21 vessels operating Cat C methods before 06/09/21 and making significant modifications after that date	
140	<del>Damage Stability requirements for new multihull vessels of 12m Registered Length built after 23/10/17 and existing vessels significantly modified after that date</del>	
137	Recommend methods in MGN503/526 to owner/skipper	
138	Lightship check (possible re-approval of Stability information if necessary)	
<b>CM File Entries</b>		
<b>ALL VESSELS</b>		
139	Record Freeboard	
140	Crew position on shooting/hauling	
<b>BEAM TRAWLERS</b>		
141	Towing Height above deck	
142	Length of booms	
143	Length of beams	
144	No of scallop bags per side	
<b>TRAWLERS</b>		
145	Towing heights	
<b>NETTER</b>		
146	Where are bins stored	
147	Fish pounded	

<sup>1</sup> If watertight bulkhead requires, sensors in main watertight compartments i.e. Fish Room, Machinery spaces and spaces with bilge suction but bilge water not checked visually, Test. No oil being pumped overboard/save alls under filters, closure of fuel tank isolating valves when not in use.

<sup>2</sup> for portable fire extinguishers, if a larger extinguisher is too cumbersome then small or smaller extinguishers may be substituted provided that the sum of the substitutes equals the total requirement of the larger extinguisher. Minimum size of any one extinguisher is 5A/34B

STATIC GEAR: POTTERS, CREELERS ETC	
148	Shooting, hauling method
<b>COMPLETION</b>	
149	If any doubt before completion, contact local MO or Consultant FV surveyor
150	Certificate Issued or endorsed

**Surveyor's Notes/Remarks**