



**K-BOAT
INSPECTION BOOK**

Name of Vessel	
Official Number	
Date Completed	Location
SOLAS Certificates Issued <input type="checkbox"/> Yes <input type="checkbox"/> No	
Route <input type="checkbox"/> Oceans <input type="checkbox"/> Limited Coastwise <input type="checkbox"/> Lakes / Bays / Sounds <input type="checkbox"/> Coastwise <input type="checkbox"/> Great Lakes <input type="checkbox"/> Rivers	
Inspection Type <input type="checkbox"/> Inspection for Certification (COI) <input type="checkbox"/> Annual Inspection <input type="checkbox"/> Drydock Inspection	
Inspectors 1. _____ 2. _____	

Total Time Spent Per Activity:

Regular Personnel (Active Duty)			
ACTIVITY TYPE	ACTIVITY	TRAINING	(PERS) MI

TOTAL ADMIN HOURS	TOTAL TRAVEL HOURS
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Reserve Personnel			
ACTIVITY TYPE	ACTIVITY	TRAINING	(PERS) MI

TOTAL ADMIN HOURS	TOTAL TRAVEL HOURS
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Auxiliary Resources	
TOTAL BOAT HOURS	TOTAL AIRCRAFT HOURS

Conversions:

Distance and Energy				
Kilowatts (kW)	X	1.341	=	Horsepower (hp)
Feet (ft)	X	3.281	=	Meters (m)
Long Ton (LT)	X	.98421	=	Metric Ton (t)
Liquid (NOTE: Values are approximate.)				
Liquid	bbbl/LT	m ³ /t	bbbl/m ³	bbbl/t
Freshwater	6.40	1.00	6.29	6.29
Saltwater	6.24	.975	6.13	5.98
Heavy Oil	6.77	1.06	6.66	7.06
DFM	6.60	1.19	7.48	8.91
Lube Oil	7.66	1.20	7.54	9.05
Weight				
1 Long Ton	=	2240 lbs	1 Metric Ton	= 2204 lbs
1 Short Ton	=	2000 lbs	1 Cubic Foot	= 7.48 gal
1 Barrel (oil)	=	5.61 ft = 42 gal = 6.29 m ³	1 psi	= .06895 Bar = 2.3106 ft of water
Temperature: Fahrenheit = Celsius ($^{\circ}\text{F} = 9/5 ^{\circ}\text{C} + 32$ and $^{\circ}\text{C} = 5/9 (^{\circ}\text{F} - 32)$)				
0	=	-17.8	80	= 26.7
32	=	0	90	= 32.2
40	=	4.4	100	= 37.8
50	=	10.0	110	= 43.3
60	=	15.6	120	= 48.9
70	=	21.1	150	= 65.6
200	=	93.3	250	= 121.1
			300	= 148.9
			400	= 204.4
			500	= 260
			1000	= 537.8
Pressure: Bars = Pounds per square inch				
1 Bar	=	14.5 psi	5 Bars	= 72.5 psi
2 bars	=	29.0 psi	6 Bars	= 87.0 psi
3 Bars	=	43.5 psi	7 Bars	= 101.5 psi
4 Bars	=	58.0 psi	8 Bars	= 116.0 psi
			9 Bars	= 130.5 psi
			10 Bars	= 145.0 psi

Use of K-Boat Inspection Book:

This inspection book is intended to be used as a job aid by Coast Guard marine inspectors during inspections of U.S. flagged small passenger vessels subject to Subchapter K (vessels under 100 GT, carrying more than 150 passengers or more than 49 overnight passengers). The lists contained within this book are not intended to limit the inspection. Each marine inspector should determine the depth of inspection necessary. A checked box should be a running record of what has been inspected. It does not imply that the entire system has been inspected or that all or any items are in full compliance. This job aid does not constitute part of the official inspection record.

This document does not establish or change Federal laws or regulations. References given are only general guides. Refer to IMO publications, CFRs, NVICs or any locally produced cite guides for specific regulatory references. Not all items in this book are applicable to all vessels.

NOTE: Guidance on how to conduct inspections of U.S. flagged small passenger vessels can be found in the *Marine Safety Manual (MSM) Volume II, Chapter B1: Inspection of Vessels for Certification*. All MSM cites listed in this book refer to MSM Volume II unless otherwise indicated.

Pre-inspection Items:

- Review MISLE records.
 - Vessel Critical Profile
 - COI
- Obtain copies of forms to be issued.

Post-inspection Items:

- Issue letters/certificates to vessel.
- Complete MISLE entries.
- Initiate Report of Violation (ROV) if necessary

Involved Parties & General Information:

Vessel's Representatives <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
Phone Numbers

Owner—Listed on DOC (if applicable), or COFR <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
<input type="checkbox"/> No Change

Operator <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
<input type="checkbox"/> No Change

Section 7: Appendices

Recommended US Vessel Deficiency Procedures:

Step	Action								
1	Identify deficiency.								
2	Inform vessel representative.								
3	Record on the <i>Deficiency Summary Worksheet</i> (next page).								
4	If deficiency is corrected prior to end of inspection, go to Step 7.								
5	If deficiency is unable to be corrected prior to end of inspection, issue CG-835 in accordance with table below. <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 50%; padding: 5px;">IF deficiency:</th> <th style="width: 50%; padding: 5px;">THEN issue CG-835:</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px; vertical-align: top;"> Does NOT immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, e.g., <ul style="list-style-type: none"> • Missing placards • Non-metallic expansion joints more than 10 years in service </td> <td style="padding: 5px; vertical-align: top;"> That provides a specific time for correcting deficiency, e.g., <ul style="list-style-type: none"> • "X" number of days • At next drydock </td> </tr> <tr> <td style="padding: 5px; vertical-align: top;"> Allows vessel operations to be MODIFIED to meet less stringent requirements, e.g., <ul style="list-style-type: none"> • Expired international certificates • Automation defect • Insufficient lifesaving equipment </td> <td style="padding: 5px; vertical-align: top;"> That restricts operation of vessel to meet current vessel conditions, e.g., <ul style="list-style-type: none"> • Reduced route • Increased crew • Fewer passengers </td> </tr> <tr> <td style="padding: 5px; vertical-align: top;"> DOES immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, and cannot be modified to meet less stringent requirements, e.g., <ul style="list-style-type: none"> • Missing or defective firefighting equipment • Structural defect or damage </td> <td style="padding: 5px; vertical-align: top;"> That requires the deficiency to be corrected prior to operating vessel ("NO SAIL" item), e.g., <ul style="list-style-type: none"> • Prior to carrying passengers • Prior to carrying cargo </td> </tr> </tbody> </table>	IF deficiency:	THEN issue CG-835:	Does NOT immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, e.g., <ul style="list-style-type: none"> • Missing placards • Non-metallic expansion joints more than 10 years in service 	That provides a specific time for correcting deficiency, e.g., <ul style="list-style-type: none"> • "X" number of days • At next drydock 	Allows vessel operations to be MODIFIED to meet less stringent requirements, e.g., <ul style="list-style-type: none"> • Expired international certificates • Automation defect • Insufficient lifesaving equipment 	That restricts operation of vessel to meet current vessel conditions, e.g., <ul style="list-style-type: none"> • Reduced route • Increased crew • Fewer passengers 	DOES immediately impact crew/passenger safety, security, hull seaworthiness, or the environment, and cannot be modified to meet less stringent requirements, e.g., <ul style="list-style-type: none"> • Missing or defective firefighting equipment • Structural defect or damage 	That requires the deficiency to be corrected prior to operating vessel ("NO SAIL" item), e.g., <ul style="list-style-type: none"> • Prior to carrying passengers • Prior to carrying cargo
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6	Enter CG-835 data in MISLE.								

- Hull Maintenance and Condition Assessment Program
 - Preventative maintenance plan
 - Annual hull condition assessment
- Preparatory meeting
- Duration of underwater survey _____
- Site selection
 - Sufficient water depth
 - Underwater hazards
 - "Clear box"
- Plans or drawings
 - Shell openings
 - Docking plugs
 - Bilge keels
 - Welded seams and butts
 - Appendages
 - Anodes
 - Rudder
 - Propeller
 - Reference points
 - Watertight and oiltight bulkheads

Underwater Survey:

- Preliminary examination
 - Third party
 - Divers
- Underwater hull exam
 - Third party supervised
 - Ultrasonic gaugings
- On-site survey

Notes: _____

Company Security Officer
<input type="checkbox"/> No Change

Vessel Security Officer
<input type="checkbox"/> No Change

Vessel Information:

Last Drydocking Date	Next Drydocking Date
Location of Last Drydocking	
Built Date (use delivery date)	
Overall Length (in feet)	
Maximum Passengers Allowed	
Overnight Accommodations	
<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many? _____	

Section 2: Certificates and Documents

Name of Certificate	Issuing Agency	ID #	Port Issued	Issue Date	Exp. Date	Endorse Date
Certificate of Documentation <input type="checkbox"/> No Change	USCG					
Passenger Ship Safety (PSS) <input type="checkbox"/> No Change	USCG					
Load Line <input type="checkbox"/> No Change						
International Tonnage (ITC) <input type="checkbox"/> No Change						
Safety Management (SMC) <input type="checkbox"/> No Change						
Document of Compliance (DOC) <input type="checkbox"/> No Change						
FCC Station License <input type="checkbox"/> No Change	FCC					

Section 6: Special Drydock Extension Underwater Survey

NOTE: Drydock extensions of up to 30 months are available to steel or aluminum K-boats that operate on certain low-risk routes in fresh water. Guidance for conducting these surveys is found in MSM Vol. II/B3.A.4.d.

WARNING: ALL passengers must be removed from vessel prior to removal of sea valves.

Review of Application for Underwater Survey:

- Submitted 90 days before survey date
- Identify diving contractor
 - Number of divers
 - Type of diving equipment
 - NDT and repair capabilities
- Copy of diving operations manual
 - Means of waterborne diver support
- Means of taking rudder bearing clearances
- Sea chest blanks
- Letter from master/chief engineer/person-in-charge
- Diving personnel/equipment
 - NDT qualifications
 - Repair qualifications
 - Video / audio equipment
 - Coast Guard and OSHA safety regulations
- Hull preparation
 - Cleaning method _____
 - Hull openings permanently marked

Notes: _____

- Propeller(s) 46 CFR 115.610
 - Locknuts
 - Rope guard

- Tailshaft(s) 46 CFR 115.630
MSM Ch. B3.D.
 - Stern tube and gland
 - Key and keyway
 - Shaft sleeve or liner
 - Struts and strut bearings

Valves and Through-Hull Fittings:

NOTE: Guidance on valves and through-hull fittings can be found in MSM Volume II, Chapter 8.F.

- Sea chests, spool pieces, through-hull fittings 46 CFR 115.610
 - Strainers removed
 - Welds
 - Strainer fastenings
 - Fastenings
 - Branch connections

- Sea valves 46 CFR 115.610
 - Fitted where required
 - Opened for examination
 - Body
 - Guides
 - Threads
 - Seat
 - Stems
 - Discs
 - Plug cocks
 - Holding down bolts
 - Closure tested (local and/or remote)

Ground Tackle:

- Proper ground tackle 46 CFR 121.300
 - Anchors
 - Cables

Notes: _____

Name of Certificate	Issuing Agency	ID #	Port Issued	Issue Date	Exp. Date	Endorse Date
FCC Safety Certificate <input type="checkbox"/> No Change	FCC					
IFCC Operations Permit <input type="checkbox"/> No Change	FCC					
FCC Marine Radio Operator Permit <input type="checkbox"/> No Change	FCC					
International Ship Security Certificate (ISSC) <input type="checkbox"/> No Change						
International Air Pollution Prevention Certificate (IAPP) <input type="checkbox"/> No Change						
Engine International Air Pollution Prevention Certificate (EIAPP) <input type="checkbox"/> No Change						

Continuous Synopsis Record:

(SOLAS Vessels only)

Review Record and Enter Most Current Data

Flag State:	
Date Registered:	
Ship ID #:	
Ship Name:	
Port of Registry:	
Registered Owners:	
Company-as defined in SOLAS Chapter IX:	
Issuer ISM DOC:	
Issuer ISM SMC:	
Issuer ISSC:	

Watertight Integrity:

NOTE: Guidance on watertight and weathertight inspections can be found in MSM Volume II, Chapter 6.F.5.

- Hatches
 - Dogs or other securing appliances
 - Covers
 - Gaskets
 - Coamings
- Airports below weatherdecks
- Self-bailers and cockpit freeing ports
- Compartment or inner bottom drains (drydocking drains)
- Draft marks and load lines

46 CFR 116.1160
46 CFR 171.124
MSM Vol. IV Ch. 6.I.5

MSM Vol. IV Ch. 6.I.4

46 CFR 116.1120
46 CFR 171.145
46 CFR 171.150

46 CFR 122.602

Rudders, Propellers, and Tailshafts:

- Rudder(s)

46 CFR 115.610

Notes: _____

- Hull and/or structural members gauged for material thickness as needed 46 CFR 115.610
- Fastenings
 - Rivets NVIC 3-68
 - Welding MSM Vol. IV Ch. 6.H
 - Nails, screws, bolts NVIC 7-95
 - Fastenings removed during this inspection
- Internal structural members 46 CFR 115.610
NVIC 7-95
 - Bulkheads
 - Decks
 - Tank tops
 - Longitudinals
 - Floors
 - Frames
 - Intercostals
 - Stiffeners
 - Beams
 - Connections
 - Signs of electrolysis
- Vessel carefully examined for fractures and previous fracture repairs
- Forward peak
- Lazarette
- Solid fixed ballast 46 CFR 116.1200

Notes: _____

Certificates:

- COI posted 46 CFR 115.107
 • All pages visible 46 CFR 115.302
- Stability letter posted 46 CFR 115.306
- Small Passenger Vessel (SPV) decal posted 46 CFR 115.310
- Station bill posted 46 CFR 122.514
 (vessels > 65 feet with more than 4 crew members)
- Passenger safety bill posted 46 CFR 122.515
- Waste management plan 33 CFR 151.57
 (oceangoing vessels ≥ 40 feet)
- Red Cross first aid/CPR cards for 50% of crew NVIC 1-91
- Annual drug and alcohol program audit 46 CFR Part 16
- Liferaft servicing certificates 46 CFR 160.151-57(p)
 • Annual service SOLAS 74/78 III/19.8
- Fixed fire extinguisher servicing certificates 46 CFR 115.810(b)(2)
 • Annual service
- Required international safety convention certificates posted and valid 46 CFR 115.302

Manning Certification:

- Operator's license 46 CFR 15.805
 • Name 46 CFR 122.402
 • Issue date
 • Tonnage
 • Route

Notes: _____

Mate's license

46 CFR 15.810
46 CFR 122.402

- Name
- Issue date
- Tonnage
- Route

Transportation Worker ID Credential (TWIC)

- All MMC holders
- All non-MMC holders with security duties or unrestricted access to restricted areas.

Logs and Manuals:

Current training logbook

46 CFR 122.420

- Date
- General description of training

Lifesaving equipment maintenance record

46 CFR 122.702
SOLAS 74/78 III/18
SOLAS 74/78 III/19

- Periodic checks as required
- Onboard training in use of lifesaving equipment (all crew members)
- Visual inspection of survival craft / rescue boat and launching appliances
- Operation of lifeboat/rescue boat engines
- Lifesaving appliances, including lifeboat equipment examined

Bridge log

- Steering gear drills
- Emergency steering drills
- Monthly fire and lifeboat drills
- Casualties (navigation equipment and steering gear failures reported)

SOLAS 74/78 V/19-2

SOLAS 74/78 III/25
46 CFR 122.702
46 CFR 122.520
46 CFR 122.524

SOLAS training manual

SOLAS 74/78 III/18.2

Notes: _____

Section 5: Drydock Inspection Items

Hull Structural Integrity:

Vessel plans available
(vessels with load lines)

46 CFR 115.612

External structural members

46 CFR 115.610
NVIC 7-95

- Plating
- Planking
- Caulking
- Reinforcing straps
- Stem
- Transom
- Bilge keels
- Keel
- Welds
- Pitting
- Signs of electrolysis

Overall Condition:



Areas of particular interest: _____

- Bridge windows
 - Safety glass 46 CFR 116.1010
 - Adequate strength 46 CFR 116.1020
 - Allow 70% light/safety glass 46 CFR 116.1030

Structural Integrity:

- External hull structure 46 CFR 115.802
 - Decks 46 CFR 116.300
 - Shell
 - Bulkheads
 - Strength members
 - Visible damage
 - Obvious repairs, modifications, or alterations
 - Rails/Vguards
- Hull markings 46 CFR 122.602
 - Draft marks and loading marks
 - Name/hailing port 46 CFR 67.123
- Internal compartment structures 46 CFR 115.802
 - Dry
 - Visible damage
 - Obvious repairs, modifications, or alterations
 - Means of escape
 - Ceilings
 - Inspection ports/ventilation
 - Rails/guards
- Structural fire protection boundaries 46 CFR 116.415
 - Bulkheads and decks meet required rating
 - Penetrations equal to bulkhead rating
 - Main vertical zones
 - Draft stops

Notes: _____

- Security measures for monitoring 33 CFR 104.285 IAW ASP
 - IAW VSP
 - Lighting
 - Test intrusion alarms
 - Emergency search procedures
- ASP Implemented in its entirety 33 CFR 104.140 IAW ASP
- Amendment and audit 33 CFR 104.415 IAW ASP
 - Users of ASP's are required under condition of ASP approval to conduct yearly audit and advise submitting organization if amendment is needed.
 - CSO / VSO audit letter attached to VSP as required ISSC
 - Audits conducted as required (annually or after vessel modifications)

Should an enforcement inspection reveal that an owner/operator has correctly implemented an approved ASP in its entirety but security vulnerabilities exist in the vessel operation, the COTP shall be advised. Under 33 CFR 104.415 (a) (ii) for vessels or 33 CFR 105.415 (a) (ii), the Coast Guard can determine that an amendment is necessary and advise the organization that submitted the ASP for approval accordingly. Following such notification, it will be necessary for the original submitting organization to provide their proposed amendment to the Commandant (CG-543) for review and approval. If the submitting organization does not wish to amend the ASP, the vessel owner must submit a VSP for the vessel to the MSC.

Notes: _____

- Security systems and equipment maintenance 33 CFR 104.260
IAW ASP
 - Testing completed IAW manufacturer's recommendations
 - Working properly, effectively functions IAW VSP.
 - Ship Security Alert System (SSAS)

- Security measures for access control 33 CFR 104.265
IAW ASP
 - Access points examined – signs posted in conspicuous locations.
 - Control areas for authorized dangerous substances / devices
 - Means of identifying unauthorized personnel
 - TWIC for unescorted access to secure areas

- Security measures for newly hired employees (Pending receipt of TWIC) 33 CFR 104.267
IAW ASP
 - Access permitted for up to 30 days if:
 - Has applied for TWIC
 - Accompanied by TWIC holder in secure areas
 - Operator enters new hire personal info in HOMEPORT
 - Notified via HOMEPORT that new hire has passed initial name check.
 - Provision does not apply to CSO, VSO or individual hired to perform security duties

- Security measures for restricted areas 33 CFR 104.270
IAW ASP
 - Secure areas protected
 - Properly marked
 - Control measures adequate
 - Do not conflict with safety measures

- Security measures for handling cargo IAW ASP
33 CFR 104.275
 - Identifying cargo tamper
 - Identifying approved cargo
 - Access point – inventory control
 - Checking cargo for dangerous substances

- Security measures for delivery of vessel stores and bunker 33 CFR 104.280
IAW ASP
 - Security procedures followed
 - Standing agreements valid

- Noncombustible trim 46 CFR 116.422
 - Ceilings
 - Interior finish
 - Decorations
 - Reasonable paint coatings

- Fire-resistant furnishings 46 CFR 116.423
 - Furniture meets UL Std. 1056
 - Draperies and curtains meet NFPA Std. 701
 - Rugs and carpet meet ASTM E-84 or E-648

- Fire loads 46 CFR 116.427
 - Low-risk areas < 3 pounds/square feet
 - High-risk areas < 7.5 pounds/square feet

- Windows in fire control boundaries 46 CFR 116.433
 - Laminated glass
 - Steel frames

- Fire doors 46 CFR 116.435
 - A-60, A-30, A-15 bulkhead = A-15 door
 - A-0 bulkhead = A-0 door
 - Self-closing (stairtower and MVZ)
 - Operable from either side

- Stairtowers 46 CFR 116.438
 - Rails
 - Obstructions

- Balconies 46 CFR 116.439
 - Automatic sprinkler system
 - Each level with two means of escape

- Atriums 46 CFR 116.440
 - Smoke detection system (vessels with overnight passengers)
 - Smoke extraction system
 - Automatic sprinkler system
 - Each level with two means of escape

Notes: _____

- ❑ Watertight integrity
 - Subdivision watertight bulkheads 46 CFR 115.802
 - Watertight doors/hatches 46 CFR 116.1160
 - Operable from both sides 46 CFR 171.124
 - Captive devices attached to all unhinged covers
 - Coamings (6 inches-exposed routes; 3 inches-protected routes)
 - Knife edges
 - Gaskets
 - Hardware
 - Closure means for openings in hull (local and remote)
- ❑ Scuppers/freeing ports 46 CFR 171.145
46 CFR 171.150
- ❑ Dead light covers on port lights below main deck 46 CFR 171.117
- ❑ Deck rail 46 CFR 116.900
 - Height requirements (39.5 inches minimum)
 - Point load requirements (200 lbs. minimum)

General Health and Safety:

- ❑ General alarm tested 46 CFR 120.550
- ❑ Upper decks marked for maximum number of passengers per stability letter 46 CFR 122.602(g)
- ❑ Crew accommodations 46 CFR 116.730
(vessels > 65 feet with > 49 overnight accommodations must comply with applicable Subchapter H requirements)
 - Adequate berthing 46 CFR 116.710
 - Sanitary conditions 46 CFR 115.818
- ❑ Passenger accommodations
 - Adequate berthing 46 CFR 116.810
 - Adequate seating 46 CFR 116.820
 - Sanitary conditions 46 CFR 115.818

Notes: _____

- ❑ Vessel Record Keeping Requirements 33 CFR 104.235
IAW ASP
 - Training
 - Drills and exercises
 - Breaches of security
 - Change in MARSEC levels
 - Maintenance, calibration, and testing of security equipment.
 - Security threats
 - Annual audit of the VSP
 - Declaration of Security (DoS)
 - Retained for Two years
- ❑ MARSEC level coordination and implementation 33 CFR 104.240
IAW ASP
 - Proper MARSEC level
 - MARSEC level at least at current port level
- ❑ Communications 33 CFR 104.245
IAW ASP
 - Vessel security personnel
 - Facility
 - National and local authorities
 - Demonstrate communications operations consistent with the ASP
- ❑ Declaration of Security (DoS) 33 CFR 104.255
33 CFR 104
 - Required for cruise ships or manned CDC bulk vessels and any vessel or facilities with which it interfaces.
 - Valid (for MARSEC level and effective time period)
Must have last 10 or continuous DoS reviewed at interval consistent with MARSEC level.
 - Signed

Notes: _____

- Name of approved ASP 33 CFR 104.140
 - _____
- Compliance Documentation 33 CFR 104.120
 - Copy of ASP aboard vessel
 - Vessel Specific Security Assessment (VSA) completed
 - Letter to MSC stating use of approved ASP and that it has been fully implemented
- Master 33 CFR 104.205
IAW ASP
 - Aware of responsibility and authority with regards to MTSA
- Company Security Officer (CSO) 33 CFR 104.210
IAW ASP
 - Training / experience
 - Valid TWIC
 - See list of example questions
- Vessel Security Officer (VSO) 33 CFR 104.215
IAW ASP
 - Training / experience
 - Valid TWIC
 - See list of example questions
- Company or vessel personnel with security duties 33 CFR 104.220
IAW ASP
 - Training / experience
 - Valid TWIC
 - See list of example questions
- Security Training for all other vessel personnel 33CFR 104.225
IAW ASP

Notes: _____

- Emergency evacuation plan 46 CFR 116.520
 - Describe actions for fires and flooding
 - Evacuating procedures
 - Refuge area (3 square feet/person)
 - Show two means of escape from each space
 - Abandon ship plan
- Means of escape 46 CFR 116.500
 - Operable from both sides
 - Marked "Emergency Exit, Keep Clear" 46 CFR 116.606
- Embarkation stations 46 CFR 116.510
 - Handholds
 - Well-illuminated
 - Handrails and lifelines with openings to allow passengers to board survival craft
- Cooking and heating systems 46 CFR 121.240
46 CFR 121.220
 - LPG/CNG stowage
 - Shutoff valves installed on gas systems
 - Sea rails installed on galley stoves
- Sanitary inspection 46 CFR 115.818
 - Galley
 - Serving pantries
 - Lockers
- Ventilation 46 CFR 116.600
 - Remote shutdown
- Passenger Safety Orientation 46 CFR 122.506
 - Public announcement
 - Card or pamphlet
- Crew and passenger list 46 CFR 122.502

Notes: _____

Ground Tackle:

- Proper ground tackle 46 CFR 121.300

Number of Anchors	Weight (lbs.)

Number of Cables	Length	Size

- Mooring lines 46 CFR 121.300
- Sails and rigging 46 CFR 116.330

Lifesaving Equipment:

- Stowage of survival craft 46 CFR 117.130
46 CFR 117.137
- Embarkation aids 46 CFR 117.150
- Number and type of survival craft 46 CFR 117.200

Item	Number	Capacity (Persons)

Notes: _____

Alternative Security Program (ASP):

Vessels operating under the auspices of an approved ASP are required to address the relevant areas cited in 33 CFR parts 104. However, the ASP provision of the rule has provided a mechanism by which segments of the maritime industry, through application by the industry associations or other representative groups, are able to tailor their program to the unique functions inherent of their specific operations. The result is a set of relevant, performance-based security measures for the industry groups choosing to utilize an approved ASP. For this reason, the inspector of a vessel using an approved ASP may find that certain language or security measures contained in some parts of the rule will differ from the language or security measures listed in the ASP. Additionally, an industry or group may determine that a section of the regulations is not applicable to their operations. For example, a passenger vessel group may state in their ASP that they do not need to address 33 CFR 104.275 or 33 CFR 105.265, respectively – security measures for handling cargo – because they do not handle cargo of any type.

In those cases where both the vessels and the facilities serving those vessels are owned and/or operated by the same entity, an alternative plan may recognize that the same party is responsible for security in both areas and approve an approach that addresses vulnerabilities and mitigation strategies for the vessels and the facility under one ASP. Therefore, the inspector will not be using separate plans for the vessels and the facility to determine compliance and, likewise, will not see some citations addressed in the plan if they are redundant between 33 CFR 104 and 33 CFR 105.

- Survival craft maintenance**
(vessels > 65 feet)
 - Manufacturer's instructions on board 46 CFR 122.702
 - Inspections/examinations logged 46 CFR 122.720
 - Weekly/monthly/quarterly/annually inspected/ examined 46 CFR 122.724
46 CFR 122.726
- Lifejackets** 46 CFR 117.71
Adult _____ Children _____(10%)
 - Retro-reflective tape 46 CFR 122.604(h)
 - Lights (vessels on oceans/coastwise/Great Lakes routes) 46 CFR 117.75
 - Watertight
 - Batteries dated or changed annually
 - Marked with vessel name 46 CFR 122.604(b)
 - Stowage 46 CFR 117.78
 - Marked
 - Child size PFDs separate from adult PFDs
 - Unlocked 46 CFR 122.604(f)
 - If over 7 feet high, check quick release mechanism
 - PFDs carried in addition to lifejackets 46 CFR 117.72
 - Number of lifejackets rejected by inspector _____
- Lifejacket donning placards posted** 46 CFR 122.516
- Ring lifebuoys** 46 CFR 117.70
 - Orange if vessel on oceans/coastwise
 - Lifeline (60 feet long)
 - Waterlight with 3-foot lanyard and corrosion-resistant clip
 - Retro-reflective tape 46 CFR 122.604(i)
 - Marked with vessel name 46 CFR 122.604(a)
 - Stowage (not permanently secured) NVIC 1-87
 - Vessels < 26 feet may carry 20-inch ring

Number with Lights	Number with Lines	Number of Others
Total Number of Ring Lifebuoys		

Notes: _____

- Standing agreements valid
- Security measures for monitoring** 33 CFR 104.285
ISPS, Part A, 7.2.5
 - IAW VSP
 - Lighting
 - Test intrusion alarms
 - Emergency search procedures
- Security Incident Procedures** 33 CFR 104.290
 - Witness during drill
- Additional requirements for passenger vessels or ferries** 33 CFR 104.292
- Additional requirements for cruise ships** 33 CFR 104.295
- Additional requirements – vessels on international voyages** 33 CFR 104.297
ISPS, Part A, 19.1
SOLAS XI-2
Regulation 5.4.1
 - ISSC issued
 - CSR updated
- Vessel Security Assessment Report** 33 CFR 104.305(d)
 - Reviewed and attached to VSP
- Vessel Security Plan** 33 CFR 104.400
 - Reviewed
- Amendment and audit** 33 CFR 104.415
 - CSO / VSO audit letter attached to VSP as required ISSC
 - Audits conducted as required (annually or after vessel modifications)
- Ship Security Alert System (vessels subject to SOLAS only)** ISPS Part A, 9.4.18
 - On the bridge and one other location
 - Designed to prevent inadvertent activation
 - Covert (unmarked, silent, and need to know)
 - Tested IAW VSP

- Security systems and equipment maintenance** 33 CFR 104.260
 - Testing completed IAW manufacturer's recommendations
 - Working properly, effectively functions IAW VSP.
 - Ship Security Alert System (SSAS)

- Security measures for access control** 33 CFR 104.265
ISPS, Part A, 7.2.2
 - Access points examined – signs posted in conspicuous locations.
 - Control areas for authorized dangerous substances / devices
 - Means of identifying unauthorized personnel
 - TWIC for unescorted access to secure areas

- Security measures for newly hired employees (Pending receipt of TWIC)** 33CFR 104.267
 - Access permitted for up to 30 days if:
 - Has applied for TWIC
 - Accompanied by TWIC holder in secure areas
 - Operator enters new hire personal info in HOMEPORT
 - Notified via HOMEPORT that new hire has passed initial name check.
 - Provision does not apply to CSO, VSO or individual hired to perform security duties

- Security measures for restricted areas** 33 CFR 104.270
ISPS, Part A, 7.2.4
 - Secure areas protected
 - Properly marked
 - Control measures adequate
 - Do not conflict with safety measures

- Security measures for handling cargo** 33 CFR 104.275
ISPS, Part A, 7.2.6
 - Identifying cargo tamper
 - Identifying approved cargo
 - Access point – inventory control
 - Checking cargo for dangerous substances

- Security measures for delivery of vessel stores and bunker** 33 CFR 104.280
ISPS, Part A, 7.2.6
 - Security procedures followed

- First aid kit visible and readily available to the crew and properly marked "First Aid Kit."** 46 CFR 121.710
46 CFR 160.041

Fire Protection:

- Fire control plan** 46 CFR 116.530
 - Permanently posted
 - Copy permanently stored in weathertight container outside deckhouse SOLAS 74/78 II-2/20

- Fire and smoke detection systems (required on existing wood/FRP vessels)** 46 CFR 118.115
 - Sensors tested 46 CFR 118.400(c)
 - Alarms tested 46 CFR 118.400(e)

- Portable and semiportable fire extinguishers** 46 CFR 115.810
 - Annual service in accordance with NFPA 10 46 CFR 115.810(b)(1)
 - Date cylinders hydro-tested _____
 - Proper location 46 CFR 118.500
46 CFR 118.520

Required		On Board	
Number	Class	Number	Class

- Fixed firefighting for galley vent hood system** 46 CFR 118.400(d)
46 CFR 118.425

Notes: _____

- ❑ **Fixed fire extinguishing systems**
 - Annual service
 - Date cylinders weighed _____
 - Date cylinders hydro-tested _____
 - Sprinklers tested in vehicle spaces
 - Alarms
 - Engine/power ventilation shutdowns tested (engine shutdown not required on existing vessels with CO₂, BUT is required with Halon)
 - Manual ventilation closures on protected spaces
 - Instructions at controls and in space
 - Piping
 - Valves
 - Controls

46 CFR 115.810(a)(2)
 46 CFR 115.810(b)(2)
 46 CFR 118.400
 46 CFR 118.410
 46 CFR 118.420
 46 CFR 119.465(h)
 NVIC 6-72

46 CFR 122.612

Spaces Protected	Agent	Capacity

- ❑ **Fire main system and stations**
 - Fire main system tested
 - Piping
 - Valves
 - Fittings
 - Number hose stations required _____
 - Fire hose
 - Minimum 5/8-inch hose and nozzle 25-50 feet in length
 - 1.5-inch hose and nozzle (required for vessels > 65 feet and vessels carrying > 49 passengers)
 - Nozzles and spanners

46 CFR 115.810(a)(3)
 46 CFR 118.310
 46 CFR 115.810(c)
 46 CFR 118.320

Number of Hoses Required	Number of Hoses On Board	Diameter of Each Hose	Length of Each Hose

Notes: _____

- ❑ **Company or vessel personnel with security duties**
 - Training / experience
 - Valid TWIC
 - See list of example questions
- ❑ **Security Training for all other vessel personnel**
- ❑ **Vessel Record Keeping Requirements**
 - Training
 - Drills and exercises
 - Breaches of security
 - Change in MARSEC levels
 - Maintenance, calibration, and testing of security equipment.
 - Security threats
 - Annual audit of the VSP
 - Declaration of Security (DoS)
 - Retained for Two years
- ❑ **MARSEC level coordination and implementation**
 - Proper MARSEC level
 - MARSEC level at least at current port level
- ❑ **Communications**
 - Vessel security personnel
 - Facility
 - National and local authorities
 - Demonstrate communications operations consistent with the VSP
- ❑ **Declaration of Security (DoS)**
 - Required for cruise ships or manned CDC bulk vessels and any vessel or facilities with which it interfaces.
 - Valid (for MARSEC level and effective time period)
Must have last 10 or continuous DoS reviewed at interval consistent with MARSEC level.
 - Signed

33 CFR 104.220
 ISPS, Part A, 13.3
 33 CFR 104.225
 ISPS, Part A, 13.3
 CFR 104.235
 ISPS, Part A, 10
 33 CFR 104.240
 33 CFR 104.245
 ISPS, Part A, 7.2.7
 33 CFR 104.255
 ISPS, Part A, 5.1

MTSA/ISPS Compliance

Vessel Security Plans (VSP):

(If using ASP, skip to next section)

- Compliance documentation 33 CFR 104.120
ISPS, Part A, 9.1
 - Approved Vessel Security Plan
- Waiver 33 CFR 104.130
 - Approved by CG-543
- Equivalents 33 CFR 104.135
 - Approved by CG-543
- Maritime Security (MARSEC) directive 33 CFR 104.145
 - Proper safeguards
 - Incorporated into VSP
- Master 33 CFR 104.205
 - Aware of responsibility and authority with regards to MTSA
- Company Security Officer (CSO) 33 CFR 104.210
ISPS, Part A, 11
 - Training / experience
 - Valid TWIC
 - See list of example questions
- Vessel Security Officer (VSO) 33 CFR 104.215
ISPS, Part A, 12
 - Training / experience
 - Valid TWIC
 - See list of example questions

Notes: _____

- Fire axe 46 CFR 118.600
(vessels > 65 feet)
 - Located in or near primary operating station
- Fire pumps tested 46 CFR 118.300
 - Piping
 - Manifold and valves
 - Witness water stream

Machinery:

- Main steering system tested 46 CFR 115.814
46 CFR 119.600
46 CFR 58.25
MSM Ch. C4
 - Type _____
 - Rudder packing
 - Hoses
 - Tubing
 - Piping
 - Tiller arms and connectors double-nutted / cotter pinned
- Auxiliary steering system (if required) 46 CFR 115.814
operable 46 CFR 119.600
46 CFR 58.25
MSM Ch. C4
 - Type _____
- Main propulsion engine tested 46 CFR 115.804
46 CFR 119.200
46 CFR 121.620
 - Capable of being secure from pilothouse
 - Independent of speed control
 - Foundations
 - Controls 46 CFR 121.620
 - Gauges 46 CFR 119.410(b)
 - Engine RPM/oil pressure/water temperature operational and visible at each operating station
 - Safety devices
 - Lubrication system 46 CFR 115.804
 - Oil/water leaks
 - Engineroom 46 CFR 115.830
 - Clean and free of fire hazards

Notes: _____

- Cooling system 46 CFR 119.420
 - Type of engine cooling system _____
 - Temperature gauges (operating station) 46 CFR 119.410
 - Installation 46 CFR 119.422
- Exhaust system 46 CFR 119.425
 - Type of exhaust cooling system _____
 - Loss of cooling alarm on vessel with wet exhaust (vessels with a separate exhaust cooling pump must have a loss of cooling alarm)
 - Visible / audible
 - Located at operating station
 - Leaks 46 CFR 119.430
 - Seams
 - Elbows
 - Joints
 - Flexible hoses
- Fuel system 46 CFR 115.804
 - Tank space properly vented 46 CFR 119.470
 - > 500 cubic feet = gooseneck > 2.5 inches
 - < 500 cubic feet = gooseneck > 1.5 inches
 - Fuel tank vents 46 CFR 119.450
 - Vent openings not located adjacent to possible sources of vapor ignition
 - 30 x 30 mesh screen
 - Independent fuel tanks grounded 46 CFR 119.440
 - Electrically bonded to a common ground
 - Portable fuel tanks 46 CFR 119.458
 - Stowed on deck in racks
 - "No Smoking" placards posted
 - Shutoff valves tested (tank and engines) 46 CFR 119.455
 - Located at the ends of each fuel line
 - If tank end not located outside of tank space, handle must be within 12-inch reach and shielded
 - Fuel strainers
 - Solid bottom type petcocks with tapered plugs and union bonnets
 - Fuel tank fill hose 46 CFR 119.445
 - Top flange grounded to tank
 - Flexible hoses
 - Termination of filling, sounding or vent pipes outside vessel

Notes: _____

- Emergency lighting tested 46 CFR 120.432
 - Type _____
 - Automatically activated
 - Not portable
 - Connected to battery charger
 - Operating capacity—2 hours
 - Emergency lighting system that complies w/Sub J (vessels > 65 feet that either carry > 600 passengers or have overnight accommodations for > 49 passengers)

Pollution Prevention:

- Pollution placard posted 33 CFR 155.450
- MARPOL V placard posted 33 CFR 151.59
- Bilges free of oil and trash/debris 46 CFR 115.830
- MARPOL VI Compliance
 - NOx Requirements
 - EPA engine emission stds - for vessels on international voyages; 40 CFR 94 or 1042
 - EIAPP Cert. issued by the EPA for vessels on international voyages
 - IAPP Cert. 46 CFR 63.25-9
 - Fuel and SOx Requirements
 - Incinerator 46 CFR 63.25-9
 - Ozone Depleting Substance
- Marine sanitation device
 - Type _____ 46 CFR 115.818
 - Sanitary 46 CFR 121.704
 - Discharge valve secured and locked
 - Tank vent 30 x 30 mesh screen MSM Ch. C2.K.7.f(1)
 - ¾-full level indicator 33 CFR 159.95
 - 33 CFR 159.83

- Switchboards and distribution panels**
 - Circuits and electrical equipment marked and identified 46 CFR 120.330
 - Warning sign for multiple power sources 46 CFR 120.220
 - Protective covering
 - Dripshield
 - Overcurrent protection
- Radios fused at main panel** 46 CFR 120.392
- Cable, wiring, receptacles, outlets, accessories** 46 CFR 120.340
 - Installation
 - Wire type 46 CFR 120.320(d)
 - Wire size 46 CFR 120.340(c)
 - Splices 46 CFR 120.340(p)
 - Connectors
 - Metal wire supports every 24 inches (not required on existing vessels) 46 CFR 120.340(b)
 - Grounding 46 CFR 120.370
 - Overcurrent protection 46 CFR 120.372
46 CFR 120.380
- Miscellaneous motors and controllers**
 - Proper location 46 CFR 120.320
 - Grounding 46 CFR 120.372
- Lighting fixtures** 46 CFR 120.410
 - Suitable guards
 - Properly secured
- Portable lighting** 46 CFR 120.430
 - At least two lights
 - One at operating station
 - One at entrance to propulsion / machinery space

Notes: _____

- Ventilation of machinery installations** 46 CFR 119.465
46 CFR 119.470
 - Engineroom intake and exhaust ventilation
 - Closure devices for spaces with fixed gas extinguishing system
 - Ducts secured and supported

Ventilators	Number and Type	
	Natural	Forced Air
Machinery Space		
Fuel Tank Space		

- Machinery guards** 46 CFR 116.960
 - Installed over exposed gears
 - Belts
 - Rotating machinery
- Vital systems piping** 46 CFR 119.710
- Non-metallic piping materials** 46 CFR 119.720
46 CFR 56.60-25
- Watertight bulkheads**
 - Piping
 - Metallic through fittings 46 CFR 119.710
 - Valves
 - Valve with reach rod 46 CFR 171.111
 - Free of sluice valves 46 CFR 171.114(b)
 - Operable
- Shaft log free of excess leakage** 46 CFR 115.800
 - Reasonable dripping
 - Testing ahead and astern
 - Remaining adjustment on stuffing box bolts

Notes: _____

- Bilge pumps tested
 - Source of power for each pump 46 CFR 115.804(h)
 - Overboard discharge 46 CFR 119.520(a)
 - Visual indicator for auto bilge pump operation 46 CFR 119.530(b)
- Portable bilge pump tested (vessels < 65 feet) 46 CFR 119.520(b)
 - Suction capable of reaching the bottom of all compartments
- Bilge piping 46 CFR 119.510
 - Check valves in each compartment or stop / check valves at manifold
 - Valve fitted on collision bulkhead
 - Screw down valve type
 - Operable from weatherdeck if forward; readily accessible if aft
- Bilge high level alarm 46 CFR 119.530
 - Visible/audible
 - Located at operating stations
- Deck machinery 46 CFR 115.816
 - Windlass
 - Winches
 - Capstans
 - Controls
 - Guards
- Pressure vessels required to be periodically tested 46 CFR 115.812
46 CFR 61.10
 - Inspected every 3 years

Service	Working Pressure	Relief Valve Setting	Date Tested or Examined

Notes: _____

Electrical Equipment:

- Primary power and light system tested 46 CFR 115.806
 - Voltage _____ 46 CFR 120.310
 - Electrical source 46 CFR 120.312
 - Generator
 - Battery
 - Grounding 46 CFR 120.376
- Main engine generators 46 CFR 120.310(b)
- Independent generators 46 CFR 120.320
46 CFR 120.322
 - Multiple generators
 - Independent prime movers
 - Circuit breakers interlocked
 - Parallel operation must meet Subchapter J
- Batteries (and alternator, if required) 46 CFR 120.310
46 CFR 120.350
46 CFR 120.354
 - Overload protection
 - Ventilation
 - Protective covering
 - Battery charger with ammeter connected to charging circuit
 - Cable connectors permanent
 - Corrosion-resistant tray or mounting

Service	Location

Notes: _____

