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# U.S. COAST GUARD



## FOREIGN PASSENGER VESSEL EXAMINER (FPVE)

### PORT STATE CONTROL OFFICER PERFORMANCE AND QUALIFICATION STANDARD



Marine Inspection and Investigation School  
Training Center Yorktown

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## Foreign Passenger Vessel Examiner Performance and Qualification Standard

### Competency Code: FPVE

#### References:

- (a) U.S. Coast Guard Sector Organization Manual, COMDTINST M5401.6 (series)
- (b) Marine Safety Manual, COMDTINST M16000 (series)
- (c) Performance, Training & Education Manual, COMDTINST M1500.10C
- (d) Safety and Environmental Health Manual, COMDTINST 5100.47

This Performance and Qualification Standard (PQS) workbook is your On the Job Training (OJT) performance checklist for certification as a Foreign Passenger Vessel Examiner (FPVE). It is your responsibility to document all completed unit training items and keep track of all examinations completed during this process by filling out the Port State Control (PSC) Examination Log located in appendix C of this workbook.

This qualification is not restricted to any particular rank or rate. Civilian GS employees are also eligible.

The FPVE competency is one of five “specific cargo/vessel related” Port State Control Officer (PSCO) competencies. Certain tasks associated with examinations on Foreign Ro-Ro Passenger Vessels were intentionally separated from the baseline qualification in order to streamline the national certification process and limit the need to defer tasks. To qualify for an endorsement to examine Foreign Ro-Ro Passenger Vessels you will be required to complete the specific tasks and steps associated with Ro-Ro vessels which are incorporated in the addendum workbook with document control number (DCN) MPS-PQS-TCY-FPVEA(1).

The following is a brief overview of how this PQS workbook works. On each task card you will find:

1. **Job:** the formal title of the qualification.  
*Example: “Foreign Passenger Vessel Examiner”*
2. **Job Accomplishment:** the main deliverable for the qualification.  
*Example: “Certificate of Compliance”*
3. **Major Accomplishment:** the valuable products of a job or specialty which collectively make up the job accomplishment.  
*Example: “Lifesaving Equipment Examination”*
4. **Vessel types:** the specific type of vessels within the formal title of the qualification that the task is associated with.  
*Example: “Ro-Ro Vessel”*
5. **Task:** action to be performed on the job. A unit of behavior which has value for producing major accomplishments/output; has a definite beginning (stimulus); is made up of two or more steps; and results in a measurable output.

6. **Condition:** specifies assistance, aids or constraints the trainee will be given. It states the condition(s)/limit(s) under which the task will be performed.
7. **Standard:** specifications of the levels of accuracy and quality necessary for success, i.e. how well a trainee must carry out the desired performance to complete the task.
8. **Steps:** the sequence of actions required to complete the task.

Ideally, all steps and tasks within the PQS workbook shall be required to be completed prior to obtaining the FPVE competency. With the exception the training prerequisites listed on page (I) and discussed below, the Sector Commander or designee may defer PQS items as authorized by references (a) and (d). If a task is deferred, the reason for deferment must be clearly articulated in both the PQS workbook and the certification letter for record keeping and accountability. Additionally, if a task is deferred that member is not authorized to conduct that specific task.

The Sector Commander or designee may also defer the following prerequisites listed on page (I) with conditions:

1. **A.4:** The Advanced Foreign Passenger Vessel Examiner Course may be deferred for up to 12 months contingent on the member successfully completing an exam administered by the CSNCOE.
2. **B.:** The Cruise Ship Rider Performance Guide may be deferred for up to one year after consultation with the CSNCOE.
3. **C.2:** The completion of one Port State Control Officer competency or one Domestic Marine Inspector competency may be waived by the Sector Commander if the Sector's Prevention leadership (CID and MITO) recognize that the Apprentice Marine Inspector has the maturity, capacity and initiative to successfully pursue an FPVE qualification.

All tasks and steps must be validated by a certified Verifying Officer (VO). The VO shall observe the successful performance of each task and document such with signatures in the specific task card. VOs must enter their title, name and initials in the Record of Verifying Officer's section before making entries in your PQS workbook.

A Certification Board should only be completed after all tasks and steps are signed by a VO. Upon satisfactory completion of the board, a Letter of Certification/Designation will be issued and the **Unit Training Coordinator should enter the certification in the Training Management Tool (TMT).**

#### **Appendices:**

- A. CG Tactics, Techniques & Procedures (TTP) for FPVE
- B. List of Additional References
- C. Glossary
- D. Port State Control Examination Log

#### **Enclosures:**

1. [Cruise Ship Rider Performance Guide](#)



## Foreign Passenger Vessel Examiner PQS

<b>RECORD OF COMPLETION</b>		
<b>Training Prerequisites</b>	<b>Date</b>	<b>Training Coordinator's Signature</b>
A. Completion of the following resident and on-line courses:		
1. Port State Control Officer Course (501864); <b>or</b>		
2. MST A-School (only if completed after January 2010); <b>or</b>		
3. Marine Inspector Course (only if completed before March 2006);		
4. Advanced Foreign Passenger Vessel Examiner Course (500317)		
B. <a href="#">Cruise Ship Rider Performance Guide</a> (meets Industry Specific Orientation Indoctrination requirement)		
C. Completion of:		
1. Port State Control Examiner (PSCE) competency; <b>and</b>		
2. Completion of one Port State Control Officer competency or one Domestic Marine Inspector competency		
D. Completion of this PQS Workbook		
E. Successful completion of final assessment under the observation of the Verifying Officer		
F. Successful completion of the final board by OICB		
<b>OICB Members Present for Board:</b>		
G. Certification/Designation Letter submitted for approval		
H. Once Certification/Designation Letter is signed, enter competency and certification in TMT		
<b>REMARKS:</b>		

## Foreign Passenger Vessel Examiner PQS

<b>Task Number</b>	<b>Task Description</b>	<b>Date Completed</b>
FPVE-PE01	Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)	
FPVE-PE02	Coordinate examination with vessel's representative	
FPVE-PE03	Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSAA)	
FPVE-DA01	Verify compliance with additional MTSA security requirements for cruise ships operating in US waters	
FPVE-DA02	Verify hull markings	
FPVE-CD01	Review Certificate of Compliance (COC)	
FPVE-CD02	Review Passenger Ship Safety Certificate (PSSC)	
FPVE-CD03	Verify crew training documentation	
FPVE-EP01	Evaluate Decision Support System (DSS)	
FPVE-PP01	Complete environmental inspection checklist	
FPVE-BN01	Examine distress alert panel	
FPVE-FF01	Examine closing appliances (fire dampers)	
FPVE-FF02	Examine fixed pressure water spraying fire extinguishing system	
FPVE-FF03	Examine fire detection system	
FPVE-FF04	Examine fire fighter's outfits	
FPVE-FF05	Verify fixed local application fire extinguishing systems	
FPVE-FF06	Examine fire main system	
FPVE-FP01	Examine fire doors	
FPVE-FP02	Examine space categorization use	
FPVE-ME01	Verify means of escape from accommodation, machinery and other spaces	
FPVE-SR01	Examine laundry exhaust ventilation system	
FPVE-SR02	Examine sauna space	
FPVE-SR03	Examine balconies	
FPVE-GH01	Examine hospital space & staff documents (CVSSA)	
FPVE-GH02	Verify CVSSA requirements	
FPVE-GH03	Examine galley range exhaust ducts	

## Foreign Passenger Vessel Examiner PQS

<b>Task Number</b>	<b>Task Description</b>	<b>Date Completed</b>
FPVE-GH04	Examine garbage management	
FPVE-SW01	Evaluate counter flooding devices	
FPVE-SW02	Evaluate sliding water tight door (SWTD) operational requirements	
FPVE-EE01	Evaluate onboard communications and alarm systems	
FPVE-ES01	Evaluate power ventilation controls/shutdowns	
FPVE-ES02	Witness emergency power system test	
FPVE-LS01	Evaluate Marine Evacuation System (MES)	
FPVE-LS02	Evaluate life rafts	
FPVE-LS03	Examine lifejackets	
FPVE-LS04	Examine alternative devices (descent unit)	
FPVE-ED01	Evaluate abandon ship drill	
FPVE-ED02	Evaluate fire drill	
FPVE-FU01	Issue deficiencies	
FPVE-FU02	Issue or endorse vessel's Certificate of Compliance	
FPVE-FU03	Complete MISLE Activity	
FPVE-FU04	Verify deficiency corrections	
FPVEA-SW03	Verify hull integrity and superstructure of the hull	
FPVEA-ME01	Verify means of escape from accommodation, machinery and other spaces	
FPVEA-ES02	Witness emergency power system test	
FPVEA-LS01	Evaluate Marine Evacuation System (MES)	
FPVEA-LS02	Evaluate life rafts	
FPVEA-LS03	Evaluate launching and recovery of fast rescue boats on ro-ro passenger ships	

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Pre-exam (PE)****Foreign Passenger Vessel**

**Task:** FPVE-PE01 Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)

**Condition:** *During preparation for examination*

**Standard:** *In compliance with current policies, procedures and processes*

**References:**

1. Marine Safety Manual Volume I, Sections 12.G & 12.F
2. MPS-PR-SEC-02 Scheduling Foreign Vessel Examinations
3. MPS-PR-SEC-04 Preparing for Inspections and Examinations
4. CG-543 Policy Letter 11-01 Vessel General Permit (VGP)
5. MPS-PR-CSNCOE-01 Conducting Foreign Passenger Vessel Annual or Periodic COC Examinations

Steps		References	Initials
PE01.1	Locate vessel in MISLE	MPS-PR-SEC-04 MSM I/12.F MSM I/12.G.5	
PE01.2	Review vessel particulars	MPS-PR-SEC-04 MSM I/12.G.5	
PE01.3	Verify the applicable examination regulation(s)	MPS-PR-SEC-02 MPS-PR-SEC-04 MPS-PR-CSNCOE-01	
PE01.4	Review deficiency history	MPS-PR-SEC-04 MSM I/12.G.2.a	
PE01.5	Review special notes pertaining to alternative design arrangements	MPS-PR-SEC-04 MSM I/12.G.5	
PE01.6	Verify documents are current and that there is/are no overdue examination(s)	MPS-PR-SEC-04 MSM I/12.G.5	
PE01.7	Review previous examination activity narrative(s)	MPS-PR-SEC-04 MSM I/12.G.2.a	
PE01.8	Verify Environmental Protection Agency Notice of Intent has been submitted	CG-543 Policy Letter 11-01	
PE01.9	Generate new activity	MPS-PR-SEC-04 MSM I/12.G.2.a	

(Task FPVE-PE01 continued on next page)

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

PE01.10	Enter title and point(s) of contact	MSM I/12.H.1.a	
PE01.11	Prepare Certificate of Compliance (when necessary)	MPS-PR-SEC-04 MPS-PR-CSNCOE-01	
PE01.12	Prepare Certificate(s) of Compliance for Tenders (when necessary)	MPS-PR-SEC-04 MPS-PR-CSNCOE-01	

**Verifying Officer Guidance:** *Trainee should be required to either complete prerequisite MISLE training or demonstrate knowledge/understanding of MISLE completing any MISLE research or data entry related FPVE PQS related task. Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Pre-exam (PE)****Foreign Passenger Vessel**

**Task:** FPVE-PE02 Coordinate examination with vessel's representative

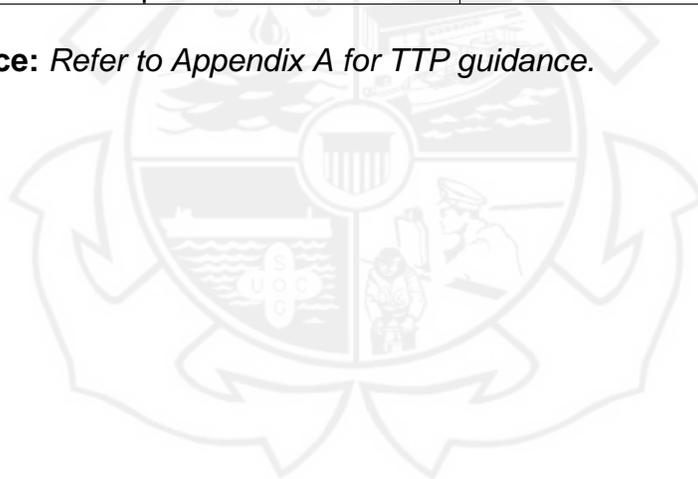
**Condition:** *During preparation for examination*

**Standard:** *In compliance with current policies, procedures and processes*

**References:** 1. MPS-PR-SEC-02 Scheduling Foreign Vessel Examination  
2. MPS-PR-SEC-04 Preparing for Inspection and Examinations

Steps		References	Initials
PE02.1	Identify vessel's representative	MPS-PR-SEC-02	
PE02.2	Determine location and time of examination	MPS-PR-SEC-02	
PE02.3	Articulate examination expectations to vessel representative	MPS-PR-SEC-02 MPS-PR-SEC-04	
PE02.4	Verify vessel's owner information with vessel representative	MPS-PR-SEC-04	
PE02.5	Verify vessel's operator information with vessel representative	MPS-PR-SEC-04	
PE02.6	Verify vessel's Classification Society information with vessel representative	MPS-PR-SEC-04	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



**Inspector's Name:** (Last, First, Initial)

**EMPLID:**

**Verifying Officer's Signature:**

**Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Pre-exam (PE)**

**Foreign Passenger Vessel**

**Task:** FPVE-PE03 Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSSA)

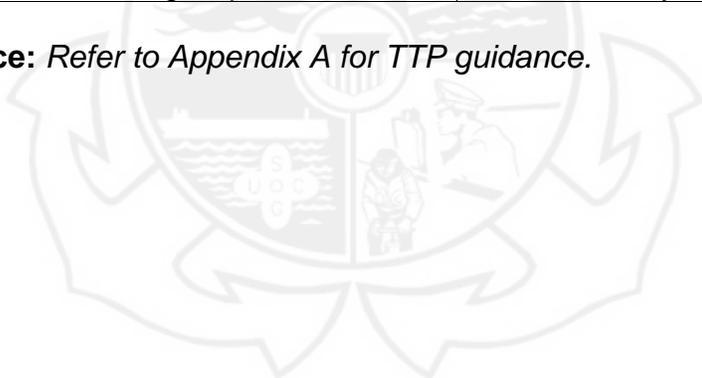
**Condition:** During preparation for examination

**Standard:** In compliance with current policies, procedures and processes

- References:**
1. Title 46, United States Code § 3507 Passenger Vessel Security and Safety Requirements
  2. Title 46, United States Code § 3508 Crime Scene Preservation Training for Passenger Vessel Crewmembers
  3. CG-543 Policy Letter 11-09 Cruise Vessel Security and Safety Act of 2010 Implementation Procedures
  4. CG-543 Policy Letter 11-10 Cruise Vessel Security and Safety Act Implementation of Training Standards & Curricula

Steps		References	Initials
PE03.1	Verify applicability of the CVSSA	46 U.S.C 3507(a) CG-543 Policy Letter 11-09	
PE03.2	Verify applicability of ship design requirements of the CVSSA	46 U.S.C 3507(a)(1) CG-543 Policy Letter 11-09	
PE03.3	Verify documented compliance with the Crime Scene Preservation Training requirement	46 U.S.C. 3508 CG-543 Policy Letter 11-10	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Dockside Assessment (DA)**

**Foreign Passenger Vessel**

**Task:** FPVE-DA01 Verify compliance with additional MTSA security requirements for cruise ships operating in US waters

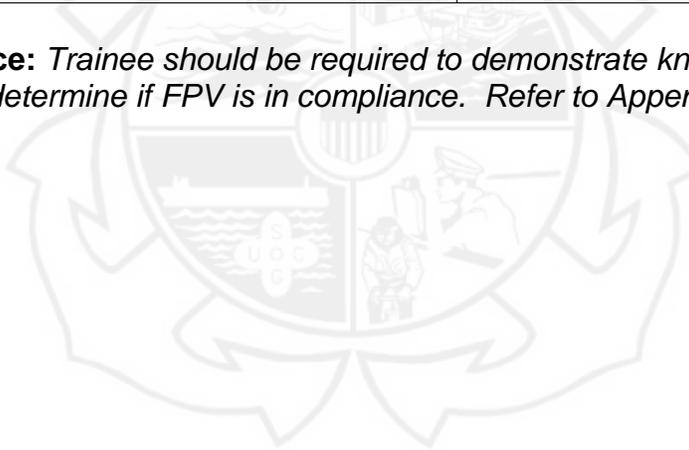
**Condition:** While observing the vessel from dock or anchorage

**Standard:** In compliance with applicable policies, laws, regulations and standards

- References:**
1. Title 33, Code of Federal Regulations Part 104 Maritime Security: Vessels
  2. International Ship & Port Facility Security (ISPS) Code

Steps		References	Initials
DA01.1	Observe screening of persons, baggage and personnel	33 CFR 104.295(a) ISPS A/7.2.2	
DA01.2	Observe verification procedures for all persons boarding vessel	33 CFR 104.295(a)(2) ISPS A/7.2.3 ISPS A/9.4.3	
DA01.3	Verify selected areas are searched prior to carrying passengers and prior to sailing	33 CFR 104.295(a)(4)	
DA01.4	Verify measures for the prevention of unauthorized access to the ship	ISPS A 9.4.3	
DA01.5	Examine Declaration of Security	33 CFR 104.255	

**Verifying Officer Guidance:** Trainee should be required to demonstrate knowledge of security screening requirement to determine if FPV is in compliance. Refer to Appendix A for TTP guidance.



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Dockside Assessment (DA)**

**Foreign Passenger Vessel**

**Task:** FPVE-DA02 Verify hull markings

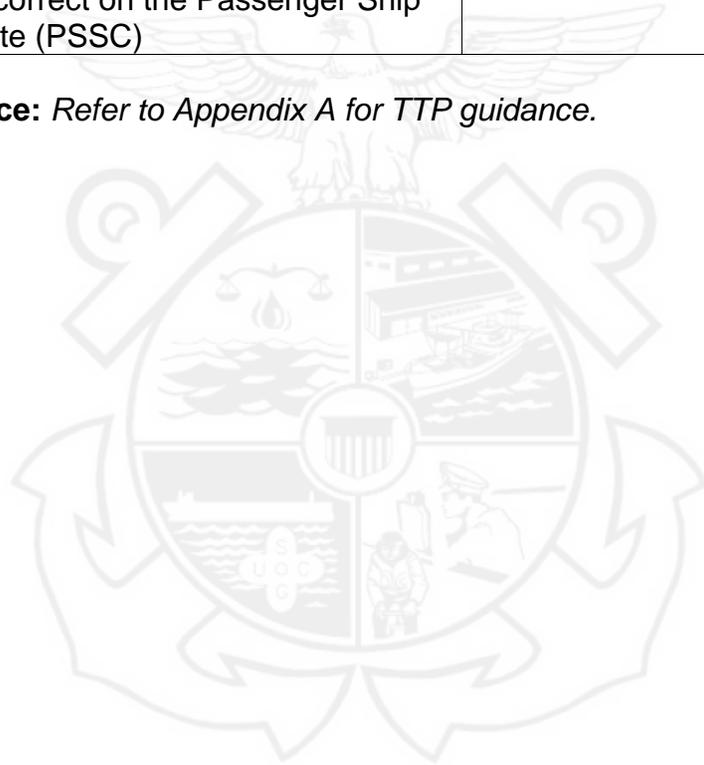
**Condition:** While observing the vessel from dock or anchorage

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
DA02.1	Verify position of subdivision/load line markings	SOLAS 09 II-1/18.2	
DA02.2	Document subdivision markings on hull to verify they are correct on the Passenger Ship Safety Certificate (PSSC)	SOLAS 09 II-1/18.4	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Certificates and Documents (CD)**

**Foreign Passenger Vessel**

**Task:** FPVE-CD01 Review Certificate of Compliance (COC)

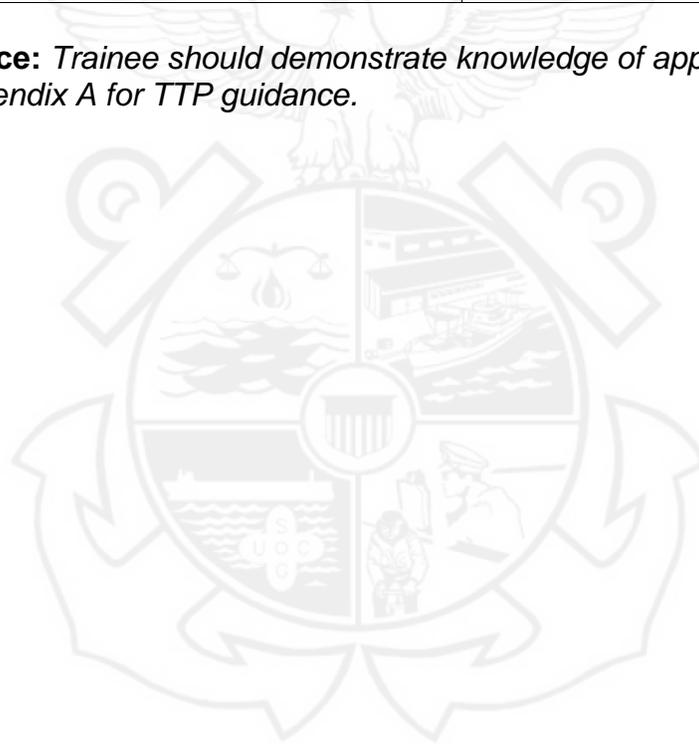
**Condition:** *While validating certificates and documents*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. Title 46, Code of Federal Regulations Part 2: Vessel Inspections  
2. Certificate of Compliance (CG-3585)

Steps		References	Initials
CD01.1	Verify COC is onboard	46 CFR Part 2.01-6(a)(1) Certificate of Compliance	
CD01.2	Verify applicable blocks on COC are filled out	Certificate of Compliance	

**Verifying Officer Guidance:** *Trainee should demonstrate knowledge of applicable certificates and documents. Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Certificates and Documents (CD)****Foreign Passenger Vessel****Task:** FPVE-CD02 Review Passenger Ship Safety Certificate (PSSC)**Condition:** *While validating certificates and documents***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
CD02.1	Verify PSSC validity	SOLAS 09 I/14	
CD02.2	Verify content on PSSC is correct	SOLAS 09 I/12(a)(i) SOLAS 09 I/14 SOLAS 09 I/15	
CD02.3	Verify contents of Form P are correct	SOLAS 09 I/12(a)(i) SOLAS 09 I/14 SOLAS 09 I/15	
CD02.4	Verify documentation of alternate arrangements, equivalencies or exemptions noted on PSSC or any attachments	SOLAS 09 II-2/17.4.2	

**Verifying Officer Guidance:** *CD02.4: refer to sections 2.10 & 2.11 of the PSSC to identify if vessel possesses alternate arrangements, etc. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Certificates and Documents (CD)****Foreign Passenger Vessel****Task:** FPVE-CD03 Verify crew training documentation**Condition:** *While validating certificates and documents***Standard:** *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. International Convention on Standards of Training, Certification, and Watchkeeping ( STCW ) 1978, as amended
  2. MOC Policy Letter 05-03 Operator Requirements for Foreign Flagged Cruise Ships Using Lifeboats As Tenders
  3. Title 46, United States Code § 8902

Steps		References	Initials
CD03.1	Examine crowd management training documentation	STCW A-V/2.1	
CD03.2	Examine crisis management training documentation	STCW A-V/2.3	
CD03.3	Examine tender training program (when required)	46 USC 8902 MOC Policy Letter 05-03	
CD03.4	Verify survival craft and rescue boat crew training requirements	STCW A-VI/2.1	
CD03.5	Examine crew's fast rescue boat certificates of proficiency (when ship uses fast rescue boats in lieu of rescue boats)	STCW A-VI/2.2	

**Verifying Officer Guidance:** *If the ship has been outfitted with a fast rescue boat the crew must receive required training. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Emergency Response Procedures (EP)**

**Foreign Passenger Vessel**

**Task:** FPVE-EP01 Evaluate Decision Support System (DSS)

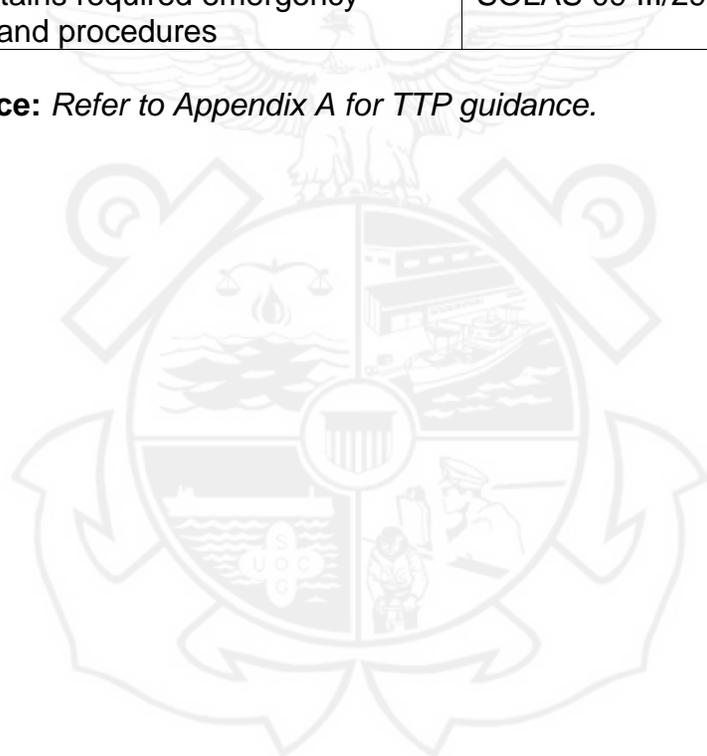
**Condition:** *During bridge examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
EP01.1	Verify vessel's DSS for emergency management is available on the navigation bridge	SOLAS 09 III/29.1-2	
EP01.2	Verify DSS contains required emergency situation plans and procedures	SOLAS 09 III/29.3-6	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Pollution Prevention (PP)**

**Foreign Passenger Vessel**

**Task:** FPVE-PP01 Complete environmental inspection checklist

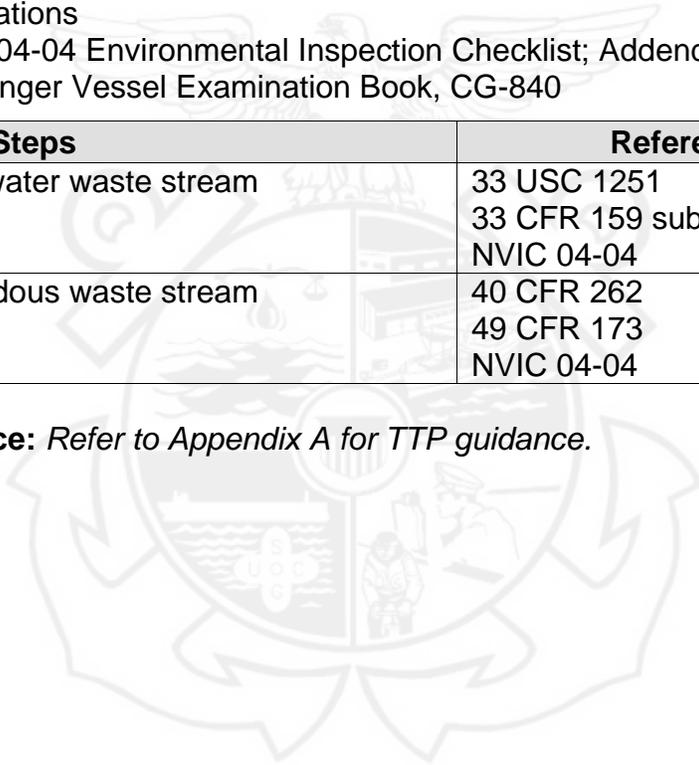
**Condition:** *During pollution prevention examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. Title 33, United States Code § 1251 Congressional Declaration of Goals & Policy
  2. Title 33, Code of Federal Regulations Part 159, Subpart E Discharges in Certain Alaskan Waters by Cruise Ships
  3. Title 40, Code of Federal Regulations Part 262 Standards Applicable to Generators of Hazardous Waste
  4. Title 49, Code of Federal Regulations Subchapter C Hazardous Materials Regulations
  5. NVIC 04-04 Environmental Inspection Checklist; Addendum to Foreign Passenger Vessel Examination Book, CG-840

Steps		References	Initials
PP01.1	Examine gray water waste stream	33 USC 1251 33 CFR 159 sub E NVIC 04-04	
PP01.2	Examine hazardous waste stream	40 CFR 262 49 CFR 173 NVIC 04-04	

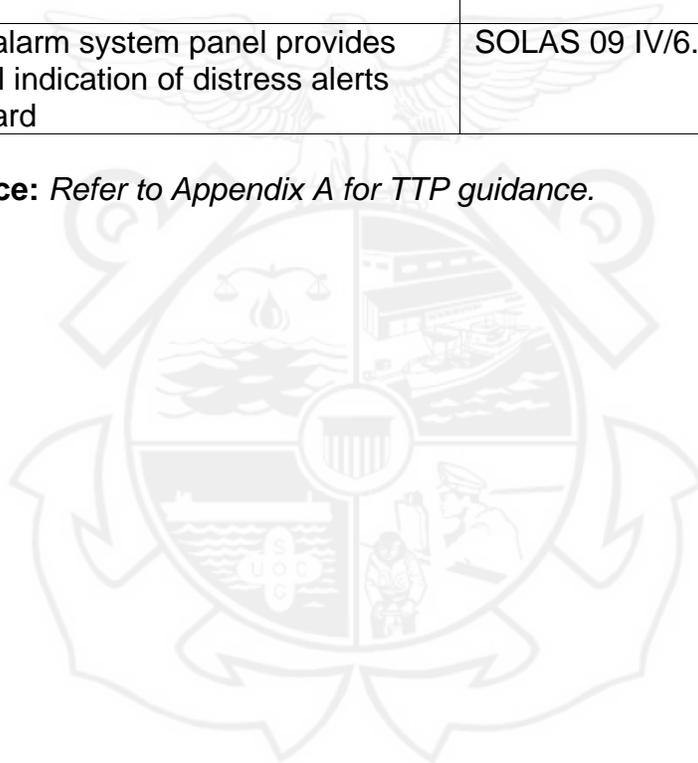
**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

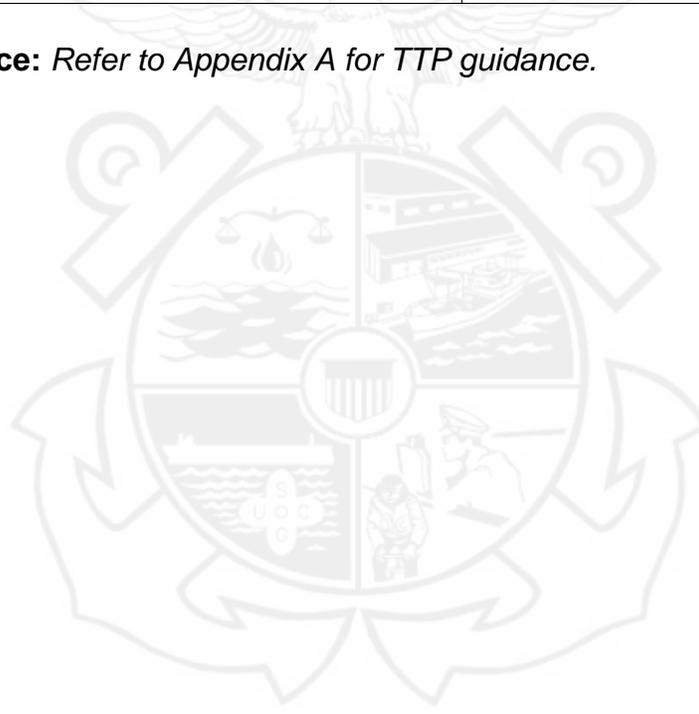
**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Bridge/Navigation Examination (BN)****Foreign Passenger Vessel****Task:** FPVE-BN01 Examine distress alert panel**Condition:** *During bridge examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
BN01.1	Verify location of emergency distress panel	SOLAS 09 IV/6.4	
BN01.2	Verify ship's information is continually and automatically provided to the distress alert system	SOLAS 09 IV/6.5	
BN01.3	Verify distress alarm system panel provides visual and aural indication of distress alerts received on board	SOLAS 09 IV/6.6	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel****Task:** FPVE-FF01 Examine closing appliances (fire dampers)**Condition:** During firefighting equipment examination**Standard:** In compliance with applicable policies, laws, regulations and standards**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FF01.1	Verify labeling of automatic and manual dampers	SOLAS 09 II-2/5.2.1.1	
FF01.2	Witness operation of dampers from local and remote locations	SOLAS 09 II-2/5.2.1.1 SOLAS 09 II-2/9.4.1.1.8	
FF01.3	Verify all components are kept in good order	SOLAS 09 II-2/14.2.1	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel**

**Task:** FPVE-FF02 Examine fixed pressure water spraying fire extinguishing system

**Condition:** During firefighting equipment examination

**Standard:** In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
  2. FSS Code - International Code for Fire Safety Systems, Chapter 8
  3. Resolution A.800(19) Revised Guidelines for Approval of Sprinkler Systems Equivalent to that Referred to in SOLAS II-2/12
  4. MSC.1/Circ.1432 Guidelines for the Maintenance and Inspection of Fire Protection Systems & Appliances

Steps		References	Initials
FF02.1	Verify systems are kept charged and have provisions for a continuous supply of water	SOLAS 09 II-2/10.6.1.1 FSS Code 8.2.5.1.2	
FF02.2	Visually examine nozzles for proper type and condition	SOLAS 09 II-2/14.2.2.3.4 Resolution A.800(19) MSC.1/Circ.1432	
FF02.3	Verify posting of plan indicating spaces covered & location of zones	FSS Code 8.2.5.2.4	
FF02.4	Verify operation of system visual & audible alarm indicators	FSS Code 8.2.5.2.1-2	
FF02.5	Witness automatic operation of sprinkler pump	FSS Code 8.2.5.3	
FF02.6	Verify location & position of section valves and means to prevent the operation of the stop-valves by any unauthorized person	SOLAS 09 II-2/Reg 14 2.1 FSS Code 8.2.4.2.2	
FF02.7	Verify lockable screw down non-return valve between firemain/sprinkler system/tanks	FSS Code 8.2.3.2.2 FSS Code 8.2.4.2.4	
FF02.8	Visually examine high pressure nitrogen cylinders for serviceable condition	MSC.1/Circ.1432	
FF02.9	Verify emergency power supply switchover	FSS Code 8.2.2.1 MSC.1/Circ.1432	
FF02.10	Verify maintenance, testing and inspections are carried out per the maintenance plan	SOLAS 09 II-2/14.2.2 MSC.1/Circ.1432	

**Verifying Officer Guidance:** *What is commonly seen and what are options for "continuous water supply" how are stop valves protected from unauthorized personnel? Refer to Appendix A for TTP guidance.*

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel****Task:** FPVE-FF03 Examine fire detection system**Condition:** During vessel examination**Standard:** In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
  2. FSS Code - International Code for Fire Safety Systems, Chapter 9
  3. MSC.1/Circ.1432 Revised Guidelines for the Maintenance and Inspection of Fire-Protection Systems & Appliances
  4. 08-09 SOLAS Amendments

Steps		References	Initials
FF03.1	Verify operation of fire detection and alarm system at designated control stations	SOLAS 09 II-2/7.9 FSS Code 9.2.5	
FF03.2	Verify visual and audible fire signals/indications	SOLAS 09 II-2/7.9.3-4 FSS Code 9.2.5.1.1 MSC/Circ.1432 para 7	
FF03.3	Verify installation, where required, of detection and alarm systems on cabin balconies	SOLAS 09 II-2/7.10	
FF03.4	Verify maintenance, testing and inspections are carried out per the maintenance plan	SOLAS 09 II-2/14.2.2	
FF03.5	Verify location of fire detection and alarm installations	SOLAS 09 II-2/7.5.2	
FF03.6	Verify operation of detectors fitted in accommodation spaces	SOLAS 08-09 II-2/7.5.2 SOLAS 08-09 II-2/7.5.3.1	

**Verifying Officer Guidance:** Trainees shall be aware of proper location/installation of fire detection & call points. FF03.2: demonstrate on smoke, heat, flame & manual call points. Refer to Appendix A for TTP guidance.

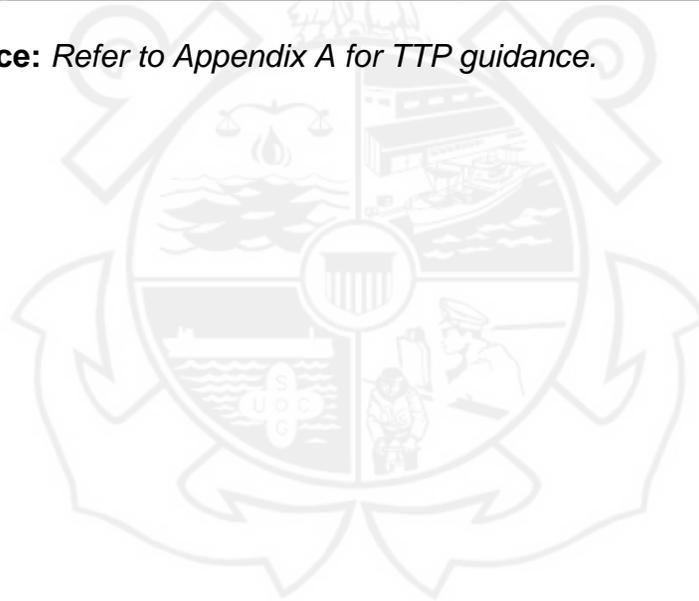
<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel****Task:** FPVE-FF04 Examine fire fighter's outfits**Condition:** During firefighting equipment examination**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. FSS Code - International Code for Fire Safety Systems, Chapter 3
3. MSC.1/Circ.1432 Revised Guidelines for the Maintenance and Inspection of Fire-Protection Systems & Appliances

Steps		References	Initials
FF04.1	Verify quantity, location, storage, content and that equipment is in serviceable condition and maintained per the maintenance plan	SOLAS 09 II-2/10.10.2.2.1 FSS Code 3.2.1.1 MSC.1/Circ.1432	
FF04.2	Verify proper number of spare breathing apparatus charges	SOLAS 09 II-2/10.10.2.5	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel****Task:** FPVE-FF05 Verify fixed local application fire extinguishing systems**Condition:** *During machinery equipment examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FF05.1	Verify remote and manual release capability of section valves	SOLAS 09 II-2/10.5.6.2	
FF05.2	Verify visual and audible alarms when system is activated	SOLAS 09 II-2/10.5.6.4	
FF05.3	Verify fixed local application fire extinguishing system for fire hazard portions of internal combustion machinery	SOLAS 09 II-2/10.5.6.3	
FF05.4	Verify fixed local application fire extinguishing system for boiler fronts	SOLAS 09 II-2/10.5.6.3	
FF05.5	Verify fixed local application fire extinguishing system for incinerator	SOLAS 09 II-2/10.5.6.3	
FF05.6	Verify fixed local application fire extinguishing system for purifiers for heated fuel oil	SOLAS 09 II-2/10.5.6.3	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Firefighting Systems Examination (FF)****Foreign Passenger Vessel****Task:** FPVE-FF06 Examine fire main system**Condition:** During firefighting equipment examination**Standard:** In compliance with applicable policies, laws, regulations and standards

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
  2. MSC.1/Circ.1272 Guidelines for Fixed Water-Based Fire-Fighting Systems for Ro-Ro & Special Category Spaces
  3. Marine Safety Center (MSC) SOLAS-29 Guidance for Review of Overhanging Decks
  4. Marine Safety Center (MSC) SOLAS-13 Guidance for Protection of Deck Openings in Two Deck Spaces

Steps		References	Initials
FF06.1	Verify ready availability of water supply	SOLAS 09 II-2/10.2.1.2.1	
FF06.2	Verify pressure at hydrants	SOLAS 09 II-2/10.2.1.6.1	
FF06.3	Verify additional equipment requirements	SOLAS 09 II-2/10.5.5 SOLAS 09 II-2/10.2.3.1.1 SOLAS 09 II-2/10.2.3.2.2	
FF06.4	Verify deluge systems (where fitted)	MSC.1/Circ.1272 MSC SOLAS-29 MSC SOLAS-13	
FF06.5	Verify fire hoses in interior locations are the appropriate length and connected to the hydrants at all times	SOLAS 09 II-2/10.2.3.1.1	

**Verifying Officer Guidance:** Note one fire pump must be tied to the emergency power source and able to be powered for 36hrs SOLAS 09 II-1/42.2.4.1. Refer to Appendix A for TTP guidance.

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Fire Protection (FP)****Foreign Passenger Vessel****Task:** FPVE-FP01 Examine fire doors**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FP01.1	Verify fire doors, frames & the means of securing meet class division requirements	SOLAS 09 II-2/9.4.1.1.2 SOLAS 09 II-2/9.4.1.2.1	
FP01.2	Verify operation of closed door indicator panel at continuously manned central control station	SOLAS 09 II-2/9.4.1.1.4.6	
FP01.3	Verify fire door closure time requirements	SOLAS 09 II-2/9.4.1.1.4.2	
FP01.4	Verify hold-back hooks in use are subject to central control station release	SOLAS 09 II-2/9.4.1.1.4.4	
FP01.5	Witness remote operational test of fire doors	SOLAS 09 II-2/9.4.1.1.4.3 SOLAS 09 II-2/9.4.1.1.4.5 SOLAS 09 II-2/9.4.1.1.4.10	

**Verifying Officer Guidance:** *FP01.3: Vessels keel laid prior to 1992 have no time requirement. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Fire Protection (FP)**

**Foreign Passenger Vessel**

**Task:** FPVE-FP02 Examine space categorization use

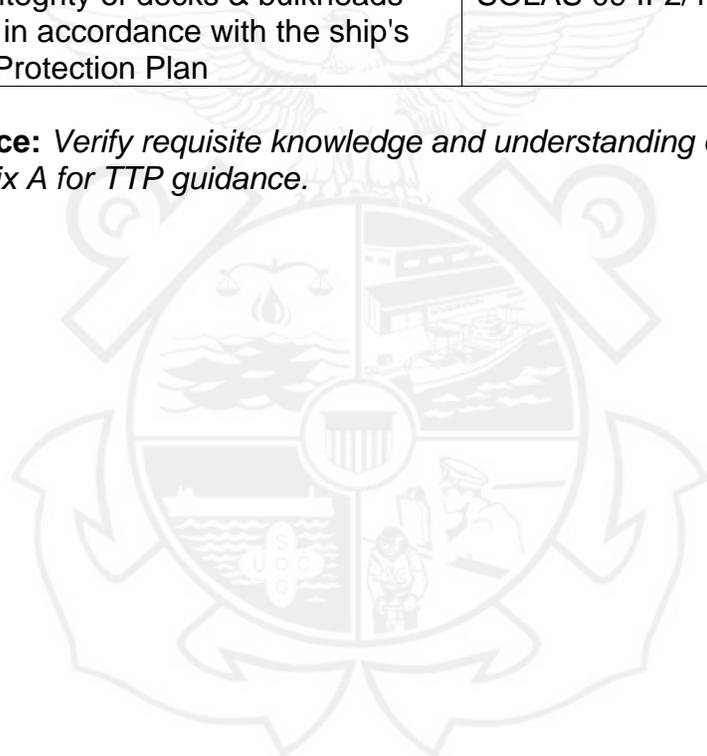
**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
FP02.1	Verify the construction & arrangement of a space reflects the current service for which the space is utilized	SOLAS 09 II-2/5.3.3 SOLAS 09 II-2/9.2.2.3.1	
FP02.2	Verify the fire integrity of decks & bulkheads are maintained in accordance with the ship's Structural Fire Protection Plan	SOLAS 09 II-2/15.3.2	

**Verifying Officer Guidance:** *Verify requisite knowledge and understanding of SOLAS 09 II-2/9 (tables). Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Means of Escape and Signage (ME)****Foreign Passenger Vessel**

**Task:** FPVE-ME01 Verify means of escape from accommodation, machinery and other spaces

**Condition:** During examination

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. FSS Code - International Code for Fire Safety Systems, Chapter 3
3. Resolution A.752(18) Guidelines for Evaluation, Testing & Application of Low Location Lighting on Passenger Ships
4. Marine Safety Center Guidelines for Review of Room-in-Room Construction: Plan Review Guidance #SOLAS-25

Steps		References	Initials
ME01.1	Assess spaces for means of escape	SOLAS 09 II-2/13.1.1-.3 SOLAS 09 II-2/13.3.2 MSC Guidelines SOLAS-25	
ME01.2	Verify proper markings of escape routes including low location lighting	SOLAS 09 II-2/13.3.2.5 Resolution A.752(18) 6 & 7	
ME01.3	Verify operation of normally locked doors that form part of an escape route	SOLAS 09 II-2/13.3.2.6	
ME01.4	Verify two means of escape from machinery spaces below bulkhead deck	SOLAS 09 II-2/13.4.1	
ME01.5	Verify Emergency Escape Breathing Devices (EEBD) in escape routes	SOLAS 09 II-2/13.3.4 FSS Code 3.2.2	

**Verifying Officer Guidance:** Ensure escape routes are not obstructed by furniture, displays, etc. Refer to Appendix A for TTP guidance.

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Space Requirements (SR)**

**Foreign Passenger Vessel**

**Task:** FPVE-SR01 Examine laundry exhaust ventilation system

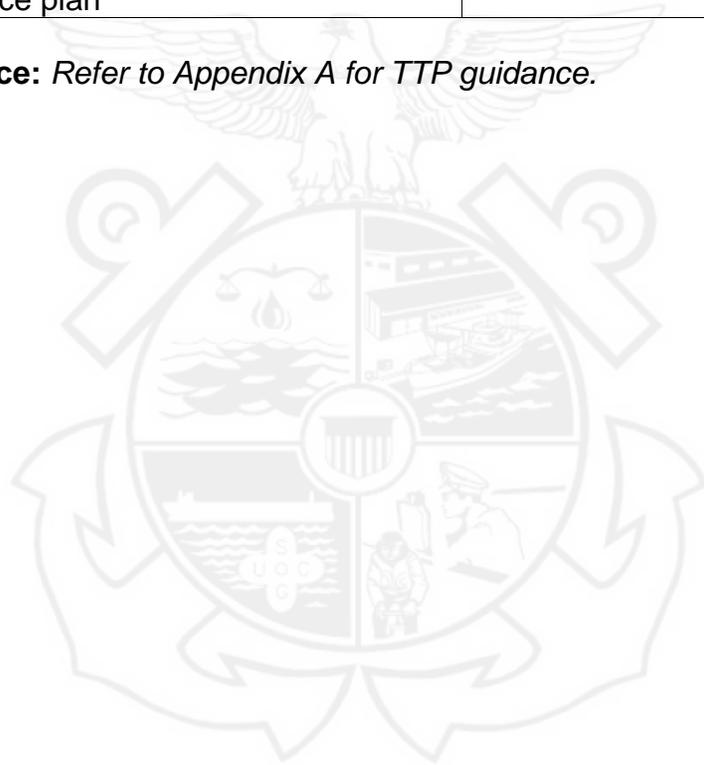
**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
SR01.1	Verify access for lint trap examination	SOLAS 09 II-2/9.7.4.6 SOLAS 09 II-2/14.2.2.3.5	
SR01.2	Verify equipment maintained in accordance with maintenance plan	SOLAS 09 II-2/14.2.2.3.5	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



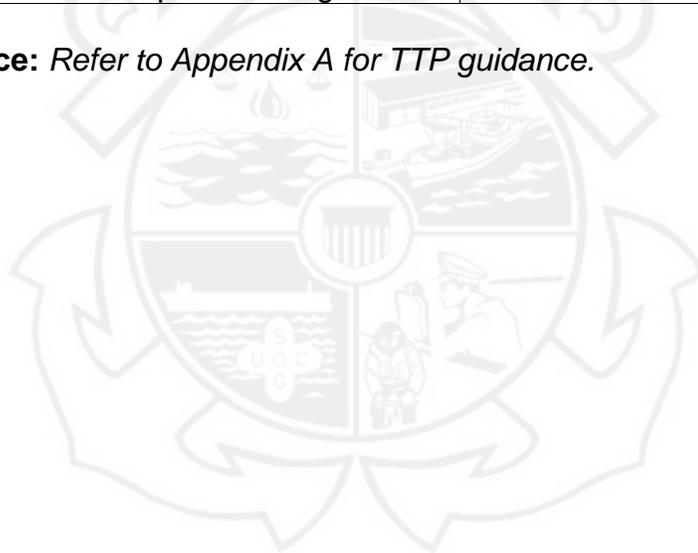
<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Space Requirements (SR)****Foreign Passenger Vessel****Task:** FPVE-SR02 Examine sauna space**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. FSS Code - International Code for Fire Safety Systems, Chapter 8
3. MSC.1/Circ.1432 Revised Guidelines for the Maintenance and Inspection of Fire-Protection Systems & Appliances

Steps		References	Initials
SR02.1	Verify outward movement of sauna door	SOLAS 09 II-2/9.2.2.3.4.5	
SR02.2	Verify timer on electrically heated oven	SOLAS 09 II-2/9.2.2.3.4.6	
SR02.3	Examine fire suppression (sprinkler head) for moisture related rust	MSC.1/Circ.1432	
SR02.4	Verify dry pipe system with sprinkler head operating temperature of up to 140 degrees C	FSS Code 8.2.1.1 MSC.1/Circ.1432	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Space Requirements (SR)****Foreign Passenger Vessel****Task:** FPVE-SR03 Examine balconies**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. NVIC 9-97 Ch1 Guide to Structural Fire Protection

Steps		References	Initials
SR03.1	Verify balcony furniture and furnishings compliant	SOLAS 09 II-2/5.3.4	
SR03.2	Verify applicable fixed pressure water-spraying and fixed fire detection and fire alarm systems are in serviceable condition	SOLAS 09 II-2/5.3.4 SOLAS 09 II-2/7.10	
SR03.3	Verify partition design and operation	SOLAS 09 II-2/9.2.2.6 SOLAS 09 II-2/5.3.1.3.2 NVIC 9-97 Encl (1) 3.8.2	

**Verifying Officer Guidance:** *Ensure trainee is aware that 3.1 and 3.2 will NOT be applicable at the same time. Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**General Health & Safety Examination (GH)**

**Foreign Passenger Vessel**

**Task:** FPVE-GH01 Examine hospital space & staff documents (CVSSA)

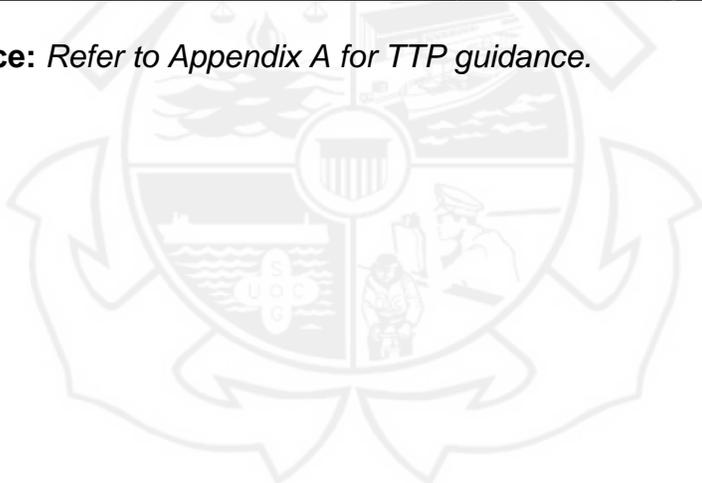
**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. Title 33, United States Code § 3507 Passenger Vessel Security and Safety Requirements
  2. CG-543 Policy Letter 11-09 Cruise Vessel Security & Safety Act (CVSSA) of 2010 Implementation Procedures

Steps		References	Initials
GH01.1	Verify medical staff has proper credentialing and training	46 U.S.C. 3507(d)(3)-(5) CG- 543 Policy Letter 11-09	
GH01.2	Verify medical staff has a procedure in place to ensure confidentiality	46 U.S.C. 3507(e) CG- 543 Policy Letter 11-09	
GH01.3	Verify adequate availability of anti-retroviral medications	46 U.S.C. 3507(d)(1) CG- 543 Policy Letter 11-09	
GH01.4	Verify medical equipment availability for sexual assault cases	46 U.S.C. 3507(d)(2) CG- 543 Policy Letter 11-09	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****General Health & Safety Examination (GH)****Foreign Passenger Vessel****Task:** FPVE-GH02 Verify CVSSA requirements**Condition:** *During general health and safety examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. Title 46, United States Code § 3507  
2. CG-543 Policy Letter 11-09

Steps		References	Initials
GH02.1	Verify rail height	46 USC 3507(a)(1)(A) CG-543 Policy Ltr 11-09	
GH02.2	Verify peep holes or other means of visual identification	46 USC 3507(a)(1)(B) CG-543 Policy Ltr 11-09	
GH02.3	Verify security latches and time sensitive keys	46 USC 3507(a)(1)(c) CG-543 Policy Ltr 11-09	
GH02.4	Verify safety information	46 USC 3507(c) CG-543 Policy Ltr 11-09	
GH02.5	Verify patient access to information and communications	46 USC 3507(d)(5) CG-543 Policy Ltr 11-09	
GH02.6	Verify crew access to passenger staterooms	46 USC 3507(f) CG-543 Policy Ltr 11-09	
GH02.7	Verify log book and reporting requirements	46 USC 3507(g) CG-543 Policy Ltr 11-09	

**Verifying Officer Guidance:** *Discuss future requirements/phased implementation IAW CG-543 Policy Letter 11-09(6)(c). Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****General Health & Safety Examination (GH)****Foreign Passenger Vessel****Task:** FPVE-GH03 Examine galley range exhaust ducts**Condition:** *During general health and safety examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
GH03.1	Verify grease trap is readily removable for cleaning	SOLAS 09 II-2/9.7.5.1.1	
GH03.2	Verify operation of fire damper	SOLAS 09 II-2/9.7.5.1.2	
GH03.3	Verify fixed fire extinguishing within duct	SOLAS 09 II-2/9.7.5.1.3	
GH03.4	Verify remote control arrangements for shutting off supply/exhaust fans, dampers and fire fighting system	SOLAS 09 II-2/9.7.5.1.4	
GH03.5	Verify maintenance conducted in accordance with maintenance plan	SOLAS 09 II-2/14.2.2.3	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**General Health & Safety Examination (GH)**

**Foreign Passenger Vessel**

**Task:** FPVE-GH04 Examine garbage management

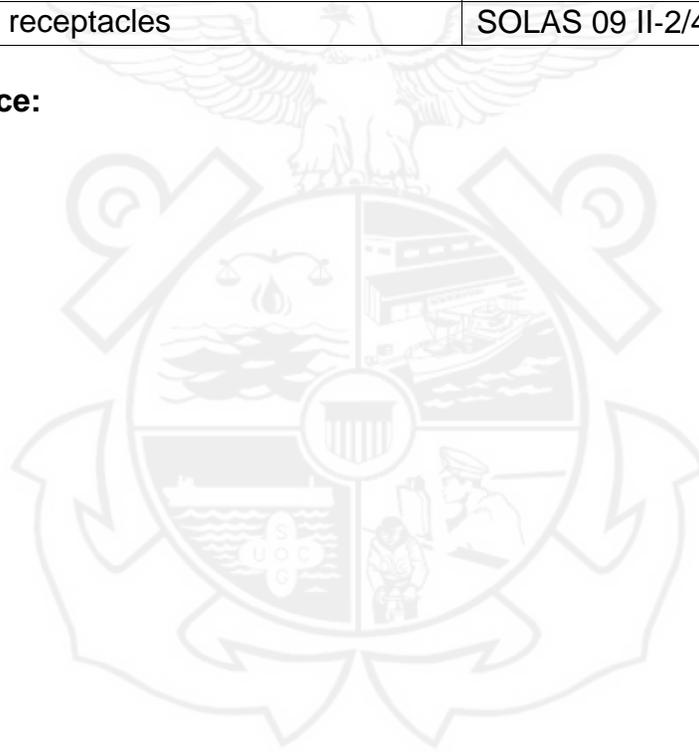
**Condition:** *During general health and safety examination*

**Standard:** *In compliance with applicable policies, laws, regulations, and standards*

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
  2. FSS Code - International Code for Fire Safety Systems, Chapters 5 & 7

Steps		References	Initials
GH04.1	Verify fire suppression system requirements for garbage room	SOLAS 09 II-2/10.6.1.1 FSS Code, Chapter 5 FSS Code, Chapter 7	
GH04.2	Examine waste receptacles	SOLAS 09 II-2/4.4.2	

**Verifying Officer Guidance:**



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Structural/Watertight Integrity Examination (SW)****Foreign Passenger Vessel****Task:** FPVE-SW01 Evaluate counter flooding devices**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards*

- References:**
1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
  2. MSC.1/Circ.1245 Guidelines for Damage Control Plans and Information to the Master
  3. MSC.1/Circ.1291 Guidelines for Flooding Detection Systems on Passenger Ships

Steps		References	Initials
SW01.1	Verify required content of damage control information on navigation bridge	SOLAS 09 II-I/19 MSC.1/Circ.1245	
SW01.2	Verify periodical operation and inspection of counter flooding devices	SOLAS 09 II-1/21	
SW01.3	Verify testing of visual and audible alarms for flooding detection systems	SOLAS 09 II-1/22-1 MSC.1/Circ.1291	
SW01.4	Verify the structural fire protection requirements for counter flooding devices	SOLAS 09 II-2/9.4.1.1.1	

**Verifying Officer Guidance:** *SW01.3: Keel laid date specific. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Structural/Watertight Integrity Examination (SW)****Foreign Passenger Vessel**

**Task:** FPVE-SW02 Evaluate sliding water tight door (SWTD) operational requirements

**Condition:** During examination

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
SW02.1	Verify local SWTD manual operation	SOLAS 09 II-1/13.7.1.4 SOLAS 09 II-1/13.7.1.3 SOLAS 09 II-1/13.7.3.1-3	
SW02.2	Verify local SWTD power operation	SOLAS 09 II-1/13.7.1.5 SOLAS 09 II-1/13.7.1.7 SOLAS 09 II-1/13.7.3.1-3	
SW02.3	Verify SWTD operation and indicators from the remote operating station above the bulkhead deck	SOLAS 09 II-1/13.7.1.5 SOLAS 09 II-1/13.6	
SW02.4	Verify SWTD audible alarm and visual signal	SOLAS 09 II-1/13.7.1.6	
SW02.5	Verify watertight doors permitted to remain open during navigation are indicated in the ship's stability information & ready for immediate closure	SOLAS 09 II-1/22.4	
SW02.6	Verify operation and indicators from the navigation bridge	SOLAS 09 II-1/13.8.1 &.2	

**Verifying Officer Guidance:** *Semi-watertight doors should be examined in the same manner as those below the bulkhead deck SOLAS 09 II-1/17. Refer to Appendix A for TTP guidance.*

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Emergency Equipment (EE)****Foreign Passenger Vessel**

**Task:** FPVE-EE01 Evaluate onboard communications and alarm systems

**Condition:** While conducting emergency drills

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. Lifesaving Appliances including LSA Code Chapter VI & VII

Steps		References	Initials
EE01.1	Verify emergency two-way means of communication between emergency control station, muster & embarkation stations	SOLAS 09 III/6.4.1 LSA Code VII/7.2	
EE01.2	Verify operation of general alarm system	SOLAS 09 III/6.4.2 SOLAS 09 III/6.4.3	
EE01.3	Verify public address system available & audible throughout accommodation and service spaces, control stations & open decks	SOLAS 09 II-2/12.3 SOLAS 09 III/6.5	
EE01.4	Verify presence of aircraft radio	SOLAS 09 IV/7.2	

**Verifying Officer Guidance:** Ensure PA system is audible in high ambient noise areas (casino, theater, etc.) (LSA Code 7.2.2.2). Refer to Appendix A for TTP guidance.

**Inspector's Name:** (Last, First, Initial)

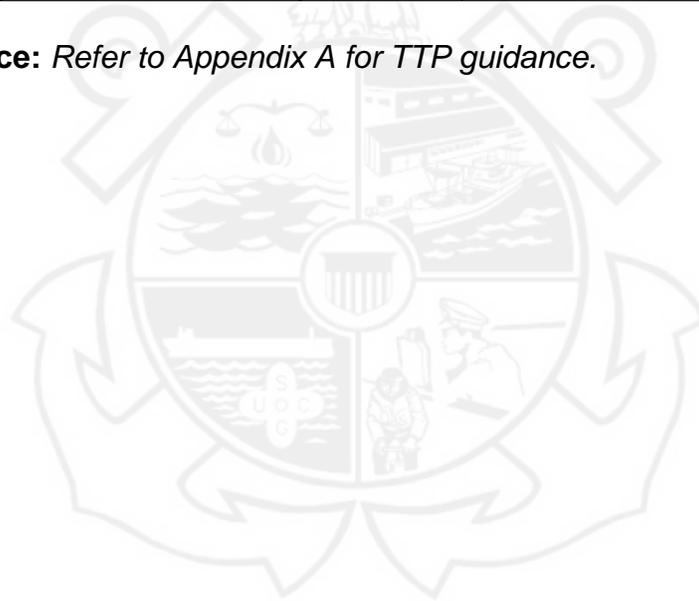
**EMPLID:**

**Verifying Officer's Signature:**

**Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Electrical Systems Examination (ES)****Foreign Passenger Vessel****Task:** FPVE-ES01 Evaluate power ventilation controls/shutdowns**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
ES01.1	Verify shutdown locations consistent with Fire Control Plan	SOLAS 09 II-2/15.3.2	
ES01.2	Verify operation of emergency shutdowns for other than machinery space ventilation	SOLAS 09 II-2/5.2.1.3	
ES01.3	Verify operation of emergency shutdowns for machinery space ventilation	SOLAS 09 II-2/5.2.2.5 SOLAS 09 II-2/5.2.3	
ES01.4	Verify maintenance, testing and inspections are carried out per the maintenance plan	SOLAS 09 II-2/14.2.2	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Electrical Systems Examination (ES)****Foreign Passenger Vessel****Task:** FPVE-ES02 Witness emergency power system test**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. NVIC 03-08 Control Verification Examinations (CVEs) of Foreign Passenger Vessels

Steps		References	Initials
ES02.1	Verify services operated by emergency power	SOLAS 09 II-1/42.4.1-2	
ES02.2	Verify emergency power source starts in automatic mode	SOLAS 09 II-1/42.3.1.2	
ES02.3	Witness load tests	SOLAS 09 II-1/42.7 NVIC 03-08 Encl. 1/B.4(h)	

**Verifying Officer Guidance:** *If the ship requires more than one emergency source of power to supply the minimum services required to be operated, each source of power must be tested. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

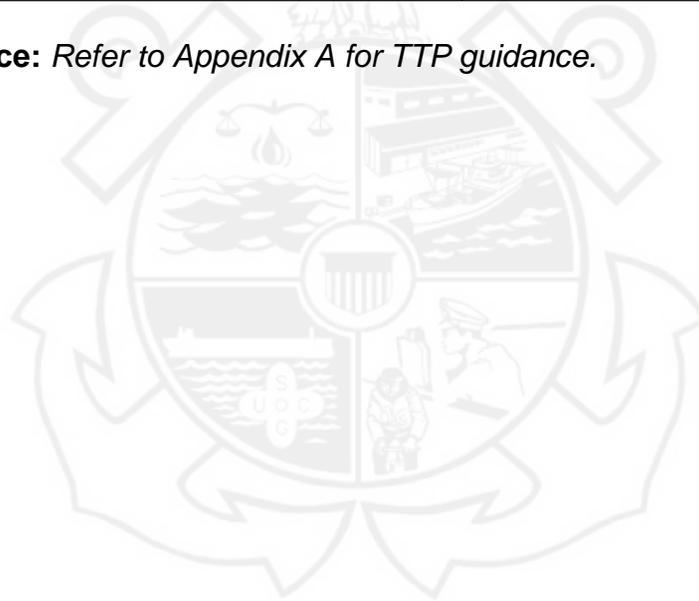
**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Lifesaving Equipment Examination (LS)****Foreign Passenger Vessel****Task:** FPVE-LS01 Evaluate Marine Evacuation System (MES)**Condition:** *During lifesaving equipment examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. Lifesaving Appliances including LSA Code Chapter VI & VII

Steps		References	Initials
LS01.1	Verify MES container markings & placard	SOLAS 09 III/9 & 20 & 34 LSA Code VI/6.2.4.2.1-8 LSA Code VI/6.2.5.1-6	
LS01.2	Verify stowage of MES	09 SOLAS III/15 LSA Code VI/6.2.1	
LS01.3	Verify procedures for deploying MES	SOLAS 09 III/35 SOLAS 09 III/6.5 LSA Code VII/7.2.2	
LS01.4	Verify arrangement for securing and releasing life rafts from platform	SOLAS 09 III/34 LSA Code Chap VI	
LS01.5	Verify MES is in serviceable condition, including side shell tracks/cables, and inspected & maintained per onboard procedures	SOLAS 09 III/20 & 36	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

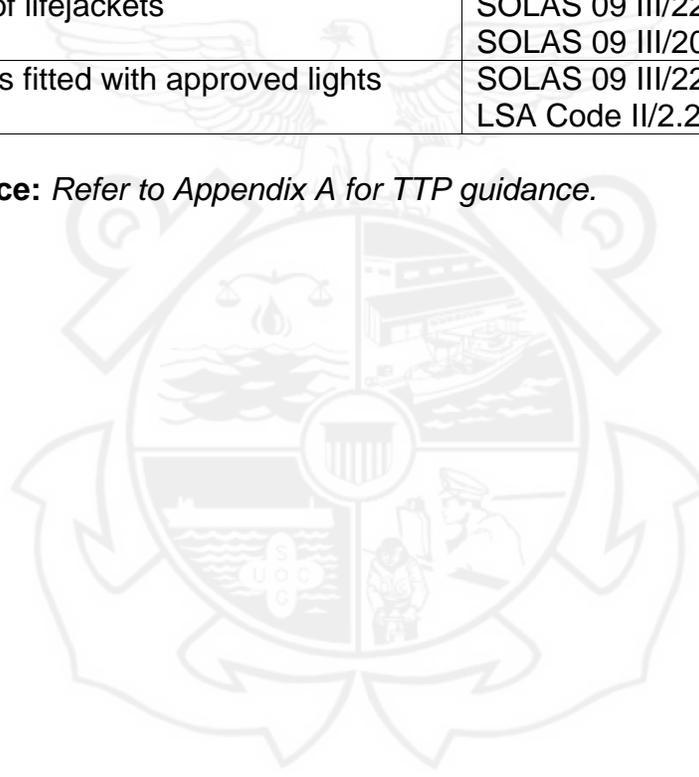
**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Lifesaving Equipment Examination (LS)****Foreign Passenger Vessel****Task:** FPVE-LS02 Evaluate life rafts**Condition:** *During examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. Lifesaving Appliances including LSA Code Chapter VI

Steps		References	Initials
LS02.1	Verify life raft capacity and arrangement requirements	SOLAS 09 III/21.1	
LS02.2	Verify proper stowage requirements for davit launched life rafts	SOLAS 09 III/13.5 LSA Code VI/6.1.5	
LS02.3	Verify life rafts are in serviceable condition and inspected and maintained per onboard procedures	SOLAS 09 III/20	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Lifesaving Equipment Examination (LS)****Foreign Passenger Vessel****Task:** FPVE-LS03 Examine lifejackets**Condition:** *During lifesaving equipment examination***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. Lifesaving Appliances including LSA Code Chapter II

Steps		References	Initials
LS03.1	Verify required lifejackets are onboard	SOLAS 09 III/7.2.1.1-5 SOLAS 09 III/26.5	
LS03.2	Verify storage of lifejackets	SOLAS 09 III/22.2.2 SOLAS 09 III/20.10	
LS03.3	Verify lifejackets fitted with approved lights	SOLAS 09 III/22.3 LSA Code II/2.2.3	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.***Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Lifesaving Equipment Examination (LS)****Foreign Passenger Vessel**

**Task:** FPVE-LS04 Examine embarkation ladder or alternative devices (descent unit)

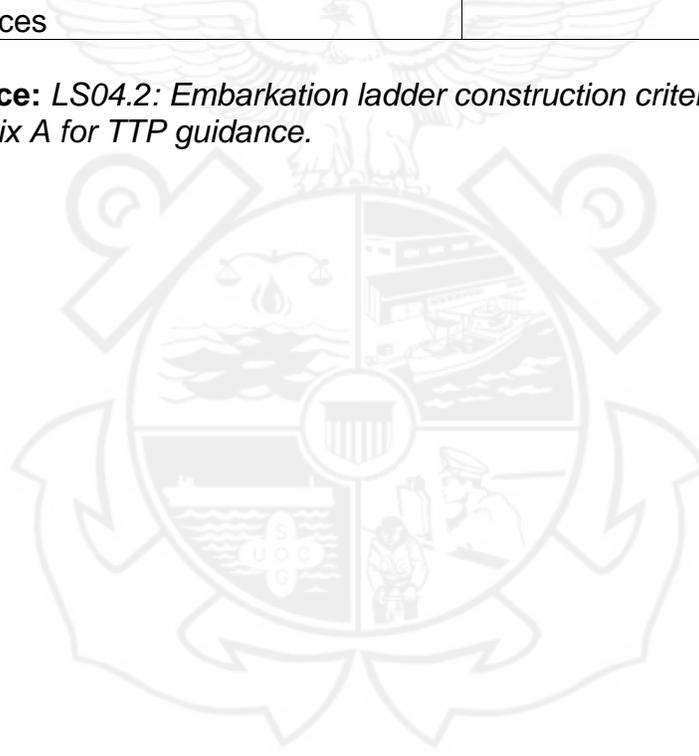
**Condition:** During lifesaving equipment examination

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. Lifesaving Appliances including LSA Code Chapter VI

Steps		References	Initials
LS04.1	Verify inspection and servicing of alternative devices (descent unit)	SOLAS 09 III/20.7.2	
LS04.2	Verify presence of embarkation ladders or alternative devices	SOLAS 09 III/11.7	

**Verifying Officer Guidance:** LS04.2: Embarkation ladder construction criteria can be found in LSA VI/6.1.6. Refer to Appendix A for TTP guidance.



**Inspector's Name:** (Last, First, Initial)

**EMPLID:**

**Verifying Officer's Signature:**

**Date:**

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Emergency Drill (ED)****Foreign Passenger Vessel****Task:** FPVE-ED01 Evaluate abandon ship drill**Condition:** While conducting emergency drills**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code Chapter IV
3. NVIC 03-08 Control Verification Examinations (CVEs) of Foreign Passenger Vessels

Steps		References	Initials
ED01.1	Verify weekly abandon ship drills performed and crew members have participated	SOLAS 09 III/30	
ED01.2	Evaluate abandon ship drill procedures	SOLAS 09 III/19.3.3.1	
ED01.3	Witness launching and maneuvering of lifeboats & rescue boats in water by assigned crews	SOLAS 09 III/19.3.3.3 SOLAS 09 III/21.1.3 LSA Code Chap IV	
ED01.4	Assess crew's competency to deploy MES	SOLAS 09 III/19.3.3.8 SOLAS 09 III/6.4.4 LSA Code VI/6.2.2.1.1-3	
ED01.5	Witness testing of emergency lighting at mustering and abandon ship stations	SOLAS 09 III/19.3.3.9	
ED01.6	Witness passenger muster	SOLAS 09 III/19.2.2	
ED01.7	Verify crew training manuals and job aids for abandon ship training	SOLAS 09 III/35	
ED01.8	Verify crew/passenger muster list and emergency instructions for abandon ship procedures	SOLAS 09 III/37	
ED01.9	Verify crew's performance in accordance with decision support system	SOLAS 09 III/29	
ED01.10	Evaluate survival craft embarkation arrangements	SOLAS 09 III/23	
ED01.11	Witness inflation of davit launched life raft	SOLAS 09 III/21.1.3 NVIC 03-08 Encl.1/B.4.i	
ED01.12	Verify required rescue boat(s) onboard	SOLAS 09 III/21.2.1	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Emergency Drill (ED)****Foreign Passenger Vessel****Task:** FPVE-ED02 Evaluate fire drill**Condition:** *While conducting emergency drills***Standard:** *In compliance with applicable policies, laws, regulations and standards***References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. CG-CVC-2/July 2013 Port State Control Guidance

Steps		References	Initials
ED02.1	Verify crew's performance in accordance with decision support system	SOLAS 09 III/29	
ED02.2	Verify weekly fire drills performed and crew members have participated	SOLAS 09 III/30	
ED02.3	Witness fire drill conducted in engine room	SOLAS 09 III/30 CG-CVC-2/July 2013	

**Verifying Officer Guidance:** *Note CG-CVC-2/July 2013 PSC guidance for examination of fixed CO2 firefighting systems and conducting fire drills in engine rooms onboard Cruise Ships during scheduled examinations. Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)**EMPLID:****Verifying Officer's Signature:****Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Follow Up Action (FU)**

**Foreign Passenger Vessel**

**Task:** FPVE-FU01 Issue deficiencies

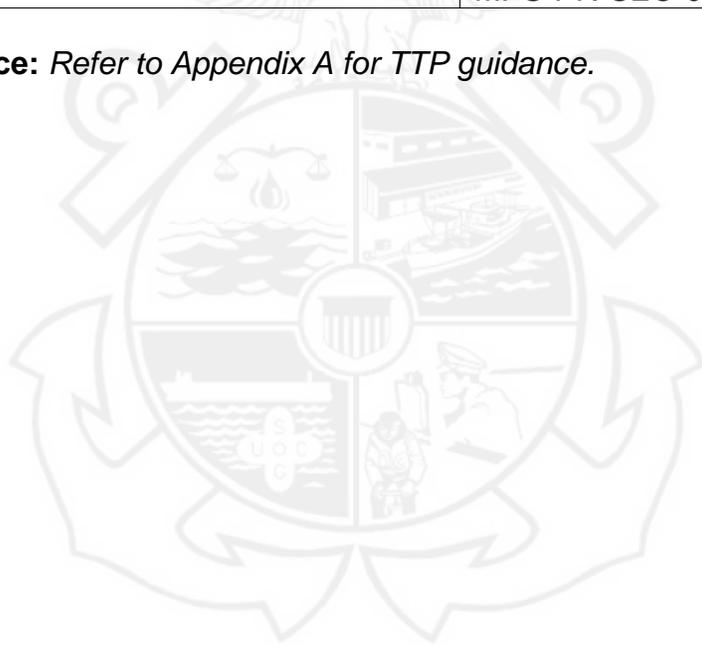
**Condition:** Upon completion of examination, with deficiencies found

**Standard:** In accordance with current policies, procedures and processes

- References:**
1. Marine Safety Manual Volume II, Section A2
  2. MPS-PR-SEC-06 Conducting Foreign Vessel Examinations

Steps		References	Initials
FU01.1	Determine the deficiency's proper reference cite and action code	MSM II/A2.C.4.b MPS-PR-SEC-06	
FU01.2	Discuss deficiencies and corrective measures with vessel's master or representative	MSM II/A2.C.2 MPS-PR-SEC-06	
FU01.3	Issue signed Form-A/B to vessel's master or representative	MSM II/A2.C MPS-PR-SEC-06	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Follow Up Action (FU)**

**Foreign Passenger Vessel**

**Task:** FPVE-FU02 Issue or endorse vessel's Certificate of Compliance

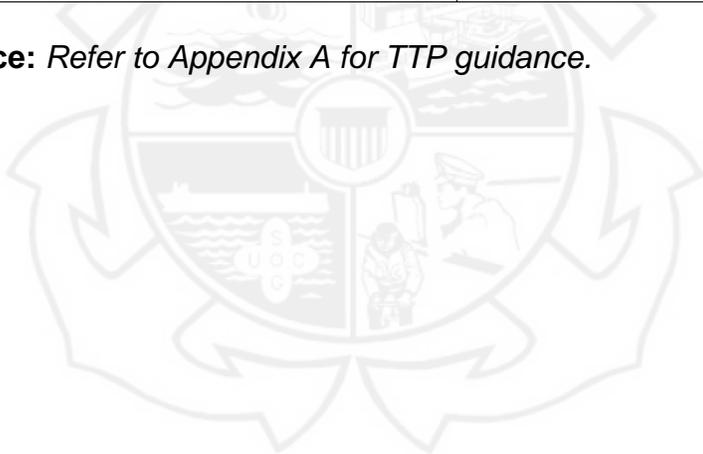
**Condition:** Upon completion of the examination

**Standard:** In accordance with current policies, procedures and processes

- References:**
1. Title 46, Code of Federal Regulations Part 2 Vessel Inspections
  2. Marine Safety Manual Volume I, Section 12.E
  3. MPS-PR-SEC-06 Conducting Foreign Vessel Examinations
  4. MPS-PR-CSNCOE-01 Conducting Foreign Passenger Vessel Annual or Periodic COC Examinations

Steps		References	Initials
FU02.1	Issue and/or endorse Certificate of Compliance, as applicable	46 CFR 2.01-6 MPS-PR-SEC-06 MPS-PR-CSNCOE-01	
FU02.2	Obtain a copy of endorsed Certificate of Compliance for the unit's vessel file	MSM I/12.E.7	
FU02.3	Issue and/or endorse Tender Certificate(s) of Compliance, as applicable	46 CFR 2.01-6 MPS-PR-SEC-06 MPS-PR-CSNCOE-01	

**Verifying Officer Guidance:** Refer to Appendix A for TTP guidance.



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Follow Up Action (FU)**

**Foreign Passenger Vessel**

**Task:** FPVE-FU03 Complete MISLE Activity

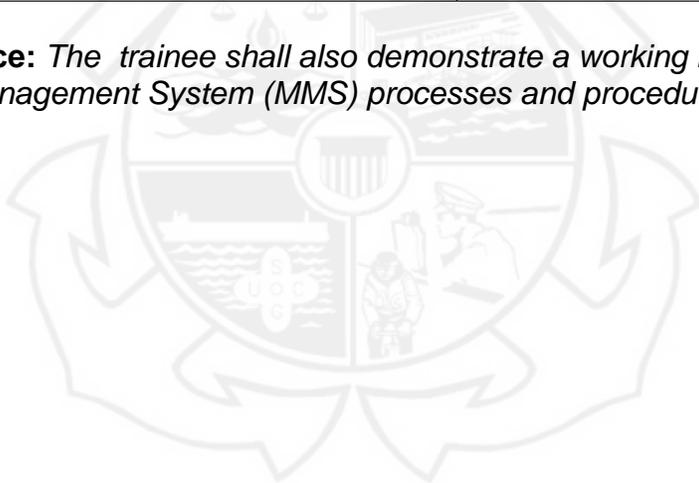
**Condition:** *During follow-up portion of the examination*

**Standard:** *In accordance with current policies, procedures and processes*

- References:**
1. Marine Safety Manual Volume I, Sections 12.G and 12.H
  2. MPS-PR-SEC-06 Conducting Foreign Vessel Examinations
  3. Mission Management System (MMS) Work Instruction - MISLE Data Entry Requirements for Foreign Vessels

Steps		References	Initials
FU03.1	Update inspection results with those deficiencies issued on the Form-B	MSM I/12.H.1 MSM II/A2.C.2.d Work Instruction 3.b	
FU03.2	Update activity narrative and special notes (as necessary)	MSM I/12.H.1 Work Instruction 3.c	
FU03.3	Update vessel details	MSM I/12.H.1	
FU03.4	Change activity status to "Open - Submitted for Review"	MSM I/12.H.1 MPS-PR-SEC-06	

**Verifying Officer Guidance:** *The trainee shall also demonstrate a working knowledge of MISLE, Coast Guard's Mission Management System (MMS) processes and procedures. Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Follow Up Action (FU)**

**Foreign Passenger Vessel**

**Task:** FPVE-FU04 Verify deficiency corrections

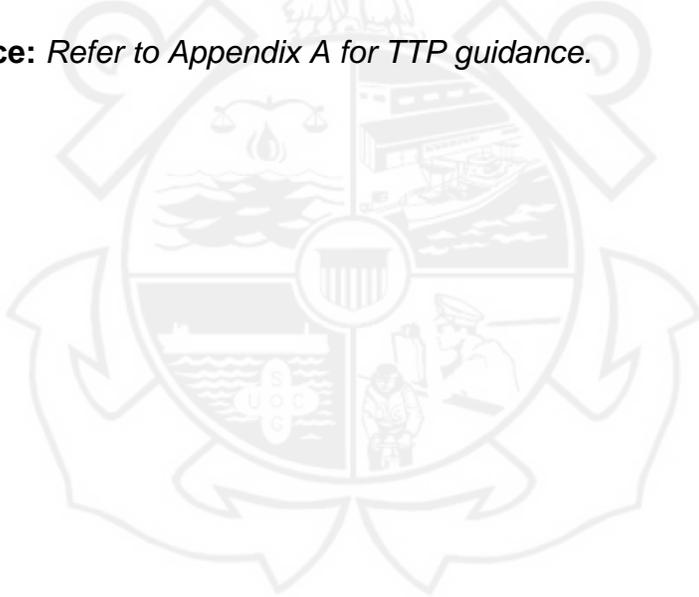
**Condition:** *During follow-up portion of the examination*

**Standard:** *In accordance with current policies, procedures and processes*

- References:**
1. Marine Safety Manual Volume II, Section A2
  2. Mission Management System (MMS) Work Instruction - MISLE Data Entry Requirements for Foreign Vessels

Steps		References	Initials
FU04.1	Determine an appropriate verification method to clear the identified deficiency(s)	MSM II/A2.C.4	
FU04.2	Verify correction(s) meet appropriate regulations	MSM II/A2.C.4.a	
FU04.3	Clear deficiency(s) in MISLE activity	MSM II/A2.C.2.d Work Instruction 3.b	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

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## **Foreign Ro-Ro Passenger Vessel Examiner Addendum**

Completion of the following tasks is required in order to attain a Foreign Ro-Ro Passenger Vessel endorsement for the Foreign Passenger Vessel Examiner qualification.

Note: some of the following cards include additional steps for tasks identified within the preceding Foreign Passenger Vessel Examiner performance and qualification standard.

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**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Structural/Watertight Integrity Examination (SW)****Ro-Ro Passenger Vessel**

**Task:** FPVEA-SW03 Verify hull integrity and superstructure of the hull

**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended  
2. SOLAS Amendments 2008 and 2009

Steps		References	Initials
SW03.1	Verify weathertight integrity on vehicle ramps	SOLAS 09 II-1/17.1.1.2	
SW03.2	Verify alarms and indicators on vehicle ramps	SOLAS 09 II-1/17.1.1.2	
SW03.3	Verify watertight integrity of accesses to spaces below the bulkhead deck	SOLAS 09 II-1/17.1.1.3	
SW03.4	Verify watertight integrity alarms for spaces below the bulkhead deck	SOLAS 09 II-1/17.1.1.3	
SW03.5	Verify sideshell and loading door closure indicators	SOLAS 09 II-1/17.1.2	
SW03.6	Verify inner and outer bow door television surveillance and water leakage detection system indicators	SOLAS 09 II-1/17.1.3 SOLAS 09 II-1/23.1	
SW03.7	Verify operating procedures for securing all openings	SOLAS 09 II-1/23.2	
SW03.8	Verify discharge valves for scuppers are fitted with positive means of closing from above the bulkhead deck	SOLAS 09 II-2/20.6.1.4.1.2.1	
SW03.9	Verify means provided to prevent blockage of drainage from the closed vehicle space	SOLAS 08-09 II-2/20.6.1.5	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*

<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Means of Escape and Signage (ME)****Ro-Ro Passenger Vessel**

**Task:** FPVEA-ME01 Verify means of escape from accommodation, machinery and other spaces

**Condition:** During examination

**Standard:** In compliance with applicable policies, laws, regulations and standards

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
ME01.6	Verify means of escape on special category & open ro-ro spaces accessible to passengers	SOLAS 09 II-2/13.5	
ME01.7	Verify additional means of escape	SOLAS 09 II-2/13.7	
ME01.8	Verify cabinets and heavy furnishings in public spaces and along escape routes are secured	SOLAS 09 II-2/13.7.1.5	
ME01.9	Verify floor coverings are secured in place	SOLAS 09 II-2/13.7.1.5	
ME01.10	Verify mimic plans are displayed in each cabins and public spaces	SOLAS 09 II-2/13.7.2.2	
ME01.11	Verify hand rails or other handholds are provided along the entire escape routes	SOLAS 09 II-2/13.7.3	

**Verifying Officer Guidance:** Ensure escape routes are not obstructed by furniture, displays, etc. Refer to Appendix A for TTP guidance.

**Inspector's Name:** (Last, First, Initial)

**EMPLID:**

**Verifying Officer's Signature:**

**Date:**

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Electrical Systems Examination (ES)**

**Ro-Ro Passenger Vessel**

**Task:** FPVEA-ES02 Witness emergency power system test

**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
ES02.4	Verify supplementary emergency lighting	SOLAS 09 II-1/42-1	

**Verifying Officer Guidance:** *If the ship requires more than one emergency source of power to supply the minimum services required to be operated, each source of power must be tested. Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Lifesaving Equipment Examination (LS)**

**Ro-Ro Passenger Vessel**

**Task:** FPVEA-LS01 Evaluate Marine Evacuation System (MES)

**Condition:** *During lifesaving equipment examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
LS01.6	Verify MES arrangement	SOLAS 09 III/26.2.1 SOLAS 09 III/26.4	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)**

**Certificate of Compliance**

**Lifesaving Equipment Examination (LS)**

**Ro-Ro Passenger Vessel**

**Task:** FPVEA-LS02 Evaluate life rafts

**Condition:** *During examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:** 1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended

Steps		References	Initials
LS02.4	Verify life raft requirements	SOLAS 09 III/26.2	
LS02.5	Verify liferafts fitted with radar transponder	SOLAS 09 III/26.2.5	

**Verifying Officer Guidance:** *LS02.5: verify the marking on the container and review the servicing certificates. Refer to Appendix A for TTP guidance.*



<b>Inspector's Name:</b> (Last, First, Initial)	<b>EMPLID:</b>
<b>Verifying Officer's Signature:</b>	<b>Date:</b>

**Foreign Passenger Vessel Examiner (FPVE)****Certificate of Compliance****Lifesaving Equipment Examination (LS)****Ro-Ro Passenger Vessel**

**Task:** FPVEA-LS03 Evaluate launching and recovery of fast rescue boats on ro-ro passenger ships

**Condition:** *During lifesaving equipment examination*

**Standard:** *In compliance with applicable policies, laws, regulations and standards*

**References:**

1. International Convention for the Safety of Life at Sea (SOLAS) 1974, as amended
2. Lifesaving Appliances including LSA Code Chapter VI
3. International Convention on Standards of Training, Certification, and Watchkeeping ( STCW ) 1978, as amended

Steps		References	Initials
LS03.1	Verify certificate of proficiency for crew members assigned to the fast rescue boat(s)	SOLAS 09 III/26.3.3 STCW VI/2.2	
LS03.2	Verify launching appliance is fitted with a dampening device	SOLAS 09 III/26.3.2 LSA Code VI/6.1.7.2	
LS03.3	Verify lowering and hoisting speeds of launching appliance winch	SOLAS 09 III/26.3.2 LSA Code VI/6.1.7.5	

**Verifying Officer Guidance:** *Refer to Appendix A for TTP guidance.*

**Inspector's Name:** (Last, First, Initial)

**EMPLID:**

**Verifying Officer's Signature:**

**Date:**

## Appendix A

## Coast Guard Tactics, Techniques and Procedures (TTP) CGTTP 3-72: Foreign Passenger Vessel Examiners

The CGTTP for foreign passenger vessel examiners provides step-by-step guidance to perform the many tasks involved with conducting foreign passenger vessel examinations. The document can be found in the TTP Library within the References section of the CGPortal or by following the link below:

<https://cgportal2.uscg.mil/units/forcecom/TTP/SitePages/Home.aspx>

<b>PQS Task Number</b>	<b>Task Description</b>	<b>TTP Section</b>
FPVE-PE01	Schedule vessel examination in MISLE (Marine Information for Safety and Law Enforcement)	2.A.1.a
FPVE-PE02	Coordinate examination with vessel's representative	2.A.1.b
FPVE-PE03	Determine applicability and training requirements for the Cruise Vessel Security and Safety Act of 2010 (CVSAA)	5.A.2 5.A.2.a
FPVE-DA01	Verify compliance with additional MTSA security requirements for cruise ships operating in US waters	5.A.3
FPVE-DA02	Verify hull markings	3.B.1
FPVE-CD01	Review Certificate of Compliance (COC)	2.A.1
FPVE-CD02	Review Passenger Ship Safety Certificate	2.A.1.b
FPVE-CD03	Verify crew training documentation	3.A.1
FPVE-EP01	Evaluate Decision Support System (DSS)	7.A.3.a
FPVE-PP01	Complete environmental inspection checklist	9.A.1.c 9.A.1.e
FPVE-BN01	Examine distress alert panel	N/A
FPVE-FF01	Examine closing appliances (fire dampers)	N/A
FPVE-FF02	Examine fixed pressure water spraying fire extinguishing	6.B.2
FPVE-FF03	Examine fire detection system	6.A.6
FPVE-FF04	Examine fire fighter's outfits	6.A.2
FPVE-FF05	Verify fixed local application fire extinguishing systems	6.A.5
FPVE-FF06	Examine fire main system	6.A.9 6.B.2.c
FPVE-FP01	Examine fire doors	6.C.4
FPVE-FP02	Examine space categorization use	6.C.3.a
FPVE-ME01	Verify means of escape from accommodation, machinery and other spaces	8.A
FPVE-SR01	Examine laundry exhaust ventilation system	8.B.2

## Appendix A

<b>PQS Task Number</b>	<b>Task Description</b>	<b>TTP Section</b>
FPVE-SR02	Examine sauna space	8.B.4
FPVE-SR03	Examine balconies	8.B.5
FPVE-GH01	Examine hospital space & staff documents (CVSSA)	8.C.1.b 5.A.2.a
FPVE-GH02	Examine galley range exhaust ducts	8.B.8
FPVE-GH03	Examine garbage management	8.B.10
FPVE-SW01	Evaluate counter flooding devices	11.A.2
FPVE-SW02	Evaluate sliding water tight door (SWTD) operational requirements	11.A.4
FPVE-EE01	Evaluate onboard communications and alarm systems	7.A.1
FPVE-ES01	Evaluate power ventilation controls/shutdowns	N/A
FPVE-ES02	Witness emergency power system test	10.A
FPVE-LS01	Evaluate Marine Evacuation System (MES)	12.A.1.e
FPVE-LS02	Evaluate life rafts	12.A.1
FPVE-LS03	Examine lifejackets	12.A.2
FPVE-LS04	Examine alternative devices (descent unit)	7.A.5.b
FPVE-ED01	Evaluate abandon ship drill	7.A.4
FPVE-ED02	Evaluate fire drill	7.A.3
FPVE-FU01	Issue deficiencies	13.A
FPVE-FU02	Issue or endorse vessel's Certificate of Compliance	13.A.2
FPVE-FU03	Complete MISLE Activity	13.A.3
FPVE-FU04	Verify deficiency corrections	13.A.2
FPVEA-SW03	Verify hull integrity and superstructure of the hull	N/A
FPVEA-ME01	Verify means of escape from accommodation, machinery and other spaces	8.A.1
FPVEA-ES02	Witness emergency power system test	N/A
FPVEA-LS01	Evaluate Marine Evacuation System (MES)	12.A.1.e
FPVEA-LS02	Evaluate life rafts	12.A.1
FPVEA-LS03	Evaluate launching and recovery of fast rescue boats on ro-ro passenger ships	7.A.4.d

## Appendix B

**List of Additional References:**

Inspection of Labour Conditions On Board Ships: Guide-Lines for Procedure

International Convention for the Prevention of Pollution from Ships, 1973; MARPOL Cons. Ed. 2006

International Convention on Load lines, Cons. Ed. 2005

International Safety Management Code and Guidelines on Implementation of the ISM Code, 2010 Ed.

IMO Resolution A.788(19) – Guidelines on Implementation of the International Safety Management (ISM) Code by Administrations

IMO Resolution MEPC.76(40) – Standard Specification for Shipboard Incinerators

IMO Resolution MEPC.107(49) – Revised Guidelines and Specifications for Pollution Prevention Equipment for Machinery Space Bilges of Ships

IMO Resolution MEPC.227(64) – 2012 Guidelines on Implementation of Effluent Standards and Performance Tests for Sewage Treatment Plants

IMO Resolution MSC.163(78) – Performance Standards for Shipborne Simplified Voyage Data Recorders

IMO Resolution MSC.200(80) – Adoption of Amendments to the Revised Recommendation on Testing of Life-Saving Appliances

IMO Resolution MSC.201(81) – Adoption of Amendments to the International Convention for the Safety of Life at Sea, 1974, as Amended – Lifesaving Appliances and Arrangements

IMO MSC/Circ.1120 – Unified Interpretations of SOLAS Chapter II-2, the FSS Code, the FTP Code and Related Fire Test Procedures

IMO MSC/Circ.1156 – Guidance on the Access of Public Authorities, Emergency Response Services and Pilots On Board Ships to Which SOLAS Chapter XI-2 and the ISPS Code Apply

IMO MSC.1/Circ.1206/Rev.1 – Measures to prevent accidents with lifeboats

46 United States Code, Section 3303 – Reciprocity for Foreign Vessels

46 United States Code, Section 3505 – Prevention of Departure

46 United States Code, Section 701 – Port Security

33 Code of Federal Regulations, Subchapter O, Subparts C & D – Ballast Water Management for Control of Non-indigenous Species in Waters of the United States

Marine Safety Manual, Volume II, Section D, Chapter 7 – Procedures Applicable to Foreign Passenger Vessels

Navigation and Vessel Inspection Circular (NVIC) 06-03, Change 2 – Coast Guard Port State Control Targeting and Boarding Policy for Vessel Security and Safety

Navigation and Vessel Inspection Circular (NVIC) 07-04, Change 1 – Ballast Water Management for the Control of Aquatic Nuisance Species in the Waters of the United States

## Appendix B

Navigation and Vessel Inspection Circular (NVIC) 01-05, Change 1 – Interim Guidance for the Development and Review of Response Plans for Nontank Vessels

Navigation and Vessel Inspection Circular (NVIC) 04-05 – Port State Control Guidelines for the Enforcement of Management for the Safe Operation of Ships (ISM Code)

Navigation and Vessel Inspection Circular (NVIC) 06-05 – Unified Interpretations of SOLAS Chapter II-2, the FSS Code, the FTP Code and Related Fire Test Procedures

G-MOC Policy Letter 02-05 – Navigation Safety Equipment Testing Required Under 33 CFR 164.25 for Cruise Ships

G-MOC Policy Letter 04-13 – Guidelines for the Inspection of Oily Water Monitor and Separator Systems Revision 1, dtd 24MAR2005

G-PCV Policy Letter 06-01 – Guidance for the Enforcement of MARPOL Annex I During Port State Control Examinations

G-PCV Policy Letter 06-08 – Enforcement Actions for U.S. and Foreign Flagged Passenger Ships on International Voyages Having Survival Craft Not Fit For Service

Marine Safety Center Plan Review Guidance SOLAS-25 – Room-In-Room Construction

Coast Guard Tactics, Techniques and Procedures (TTP) 3-72.2 – Foreign Passenger Vessel Examiners

Memorandum of Understanding between the Department of Health and Human Services and the Department of Homeland Security (DHS)

## Appendix C

**Glossary:** The following terms are used in this workbook and should be reviewed in order to better understand its contents:

**Advise:** to counsel or recommend

**Assign:** to give responsibility, to place under the control of a task

**Amend (Modify):** to make minor changes in/to

**Brief:** to give information or final precise instructions

**Change:** to make different in some particular way

**Check:** to inspect for satisfactory condition, accuracy, safety or performance

**Compare:** to examine (two or more objects, ideas, people, etc.) in order to note similarities and/or differences

**Communicate:** to convey knowledge of or information about: make known

**Confirm:** to validate, establish the truth, accuracy or genuineness of something

**Create:** to cause to happen; bring about; arrange, as by intention or design

**Discuss:** to verbally present a topic in detail for examination or consideration

**Determine:** to settle or decide by choice of alternatives or possibilities. "Decide" refers to arriving at a conclusion and to pronounce that decision. "Determine" is to settle or decide by choice of alternatives or possibilities and to fix precisely

**Endorse:** to approve, support or sustain; to sign one's name on a document or other instrument

**Ensure:** to make certain, to guarantee

**Enter:** to make a record of; record or register

**Evaluate:** to determine the significance or worth of, usually by careful appraisal and study

**Examine:** to look at or consider a thing carefully and in detail in order to discover something about it

**Identify:** to determine critical or necessary conditions or other factors; to determine the specific model of an item; to ascertain the origin, nature or definitive characteristics of; to recognize or establish as being a particular person or thing

**Inspect:** to examine officially; to look carefully at or over; view closely and critically

**Issue:** to serve legally binding federal documentation, notices or declarations to an individual, business or other distinctive entity

## Appendix C

**Locate:** to determine or set the position of; to find

**Make:** to create or cause to happen

**Modify** (Amend): to make minor changes in/to

**Observe** (Witness): to watch carefully

**Obtain:** to gain or attain

**Open:** to set in action, begin, start or commence

**Prepare:** plan, gather and assemble information to produce a document (i.e. COI); to put together, to combine elements and produce a product, to make ready

**Provide:** to supply or make available

**Review:** to go over for the purpose of determining correctness or currency; to examine a document or process for accuracy in content and/or format and report errors or updates to the author or controlling authority

**Schedule:** to appoint, assign, or designate for a fixed time

**Update:** to bring up to date or make current

**Validate:** to substantiate accuracy or truth of by comparison or investigation

**Verify:** to confirm or establish the accuracy or truth of something

**Witness** (Observe): to watch carefully













**Performance Qualification Standard and Job Aid Change  
Recommendation Form**

From: \_\_\_\_\_ Date: \_\_\_\_\_

PQS/CG-840 Title:


Section(s) Affected:


Remark(s)/Comment(s):


Reference(s):


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