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**FLEET SAFETY LETTER 010220.GEN**

**02 January 2020**

Applicable to: This FLEET / SAFETY LETTER supersedes FLEET / SAFETY LETTER 073018.GEN dated 30 July 2018, and should be brought to the attention of ship-owners, ship managers, operators and Masters of Vanuatu-registered ships.

***Port State Control Inspections Pre-Arrival Checklist***

1. The Administration is requesting that all owners/operators utilize the attached pre-arrival checklist for all vessels arriving in a Tokyo MOU, Paris MOU, Black Sea MOU and/or a United States Port. Please submit this report no less than 24 hours prior to arrival to [email@vanuatuships.com](mailto:email@vanuatuships.com)
2. Port state control regimes worldwide are focusing more on Fire and Abandon ship drills, and voyage plans during their inspections. Owners/operators are asked to ensure that the weekly drills utilize a different scenario each week in order to familiarize the crew with the aspects of fighting a fire in different areas of the vessel, while utilizing different equipment.
3. Owners/operators are reminded that this Administration would like notification of vessels calling on United States Ports in New York, New Jersey, Connecticut, Pennsylvania, Delaware, and Maryland at least 48 hours in advance.



Roderick A. Acquie  
by the direction of the  
Deputy Commissioner of Maritime Affairs  
The Republic of Vanuatu

**THE REPUBLIC OF VANUATU  
OFFICE OF THE DEPUTY COMMISSIONER OF MARITIME AFFAIRS  
PRE-ARRIVAL CHECKLIST**

**This form is to be submitted to VMSL-NY 24 hours prior to arrival in to any port in the United States, Paris MOU, and/or Tokyo MOU. Please email this form to [email@vanuatuships.com](mailto:email@vanuatuships.com)**

VESSEL NAME:	OFFICIAL NUMBER:
PORT OF ARRIVAL:	DATE:

<b>A. REQUIREMENTS FOR ALL VESSELS</b>		Yes	No	N/A
<b>Note: Remarks section must be completed for any item which is answered "NO"</b>				
1	Are the vessel's statutory certificates on board, current and valid/endorsed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Has it been confirmed that there are no overdue Conditions of Class?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Do officers and ratings required by the vessel's Minimum Safe Manning Certificate hold the appropriate and unexpired national and the Republic of Vanuatu documents for their capacities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Are charts up-to-date and the voyage plan prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Has it been confirmed that: (a) the Oily Water Separator (OWS), Oil Content Meter (OCM) and 3-way valve are fully operational including correct operation of alarms, piping systems and gauges; (b) crew is able to test the equipment in accordance with written test procedures; and, (c) all OCM seals are intact and not tampered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Has it been confirmed that no unauthorized piping or electrical modifications have been made to the OWS and or OCM?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Has it been confirmed that all engine room alarm history, Oil Record Book (ORB) entries (including ORB entry signed by the officer in charge), OCM history and tank soundings match the dates and tank levels? Note: The use of "white out" is not permitted in ORBs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	In the case of any deviation in 3 above, has it been investigated, corrected, and if necessary, reported to the Administration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Can the Engineering Department staff retrieve the "historical data" upon request by PSC authorities of Oil Content Meters (OCM) approved under the provisions of MEPC.107(49)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Has it been confirmed that there are no fuel oil, lube oil or hydraulic leaks on operating machinery and no oil soaked lagging?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Has it been confirmed that there are no soft patches on piping systems? Note: If found, contact the Administrator immediately.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Has it been confirmed that there is no excessive bilge water in the engine room (or any other fire hazards in all machinery spaces), and that the bilge system including alarms, valves and emergency suction valves are operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Has it been confirmed that the fire detection system is fully operational with no faults? Note: Vessel must have onboard a means to test smoke, heat, and flame detectors which is approved by the manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Has it been confirmed that there are no temporary covers or obstructions on any smoke or heat detectors for any reason?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Has it been confirmed that, if applicable, the cargo hold fixed smoke detection and/or extraction system is connected and fully operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Has it been confirmed that (a) all quick closing fuel valves are working properly without binding; (b) there are no temporary blocks to force valves in the open position; and (c) all pneumatic lines are connected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Has the steering gear been tested in all modes including local and emergency without binding or uncontrolled hydraulic oil leaks, and all steering alarms are fully operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Is the ECDIS operating properly and secondary means of navigation has been provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	Have Nautical Charts, including ECDIS, and publications been updated to the most current Notice to Mariners and voyage plan properly prepared?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	Are the EPIRB in proper working condition and the battery is not expired? Is the AIS working properly? Is the VDR annual performance test certificate on board? Are search and rescue locating devices in working condition and the batteries are not expired?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Have auxiliary generators (AG) been tested to confirm that gauges, emergency shut downs, automatic changeovers and quick closing valves are operating properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

22	Has the emergency generator been tested in all starting modes, and it is capable of coming online automatically and handling the electrical load? Are starting batteries fully charged and in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23	Has it been confirmed that during blackout the emergency lighting, navigation lights, general alarm, fire alarm, fire detection and fixed fire extinguishing system alarm are operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	Are fire dampers in good working condition? Are damper flaps free from any wastage? Are the ventilation trunks marked to show the flap position – OPEN or CLOSED? Can the location of the fire dampers be found on the fire control plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	Has it been confirmed that there are no cement boxes unless the vessel's Classification Society (Class) has fully documented it?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26	Has it been confirmed that all lifeboat and rescue boat engines start immediately and the rudders have good freedom of movement and no binding? Note: Consideration must be given for extremely cold weather during the winter months.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	Has it been confirmed that all lifeboat windows have good visibility and are not partially obscured, hazed or opaque, and they have no cracks or fractures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28	Has it been confirmed that there no cracks or fractures in the lifeboat hulls or temporary repairs of any kind, and that any hatch rubber seal is in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29	Have the lifeboats equipment checked for proper quantity, expiration date and condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	Have lifeboats been lowered as per schedule and released from hooks to confirm operation of release mechanisms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31	Are all life raft painters secured properly to ensure "free floating" capability? This must be checked even after servicing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32	Are all firefighting suits in satisfactory condition with the face mask in good order? Has it been confirmed that rubber mask straps, jackets, pants and gloves do not have any holes or rips in the material, and aluminized coating intact and in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33	Has it been confirmed that all fire screen doors fully closed and are not hold back in the open position?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34	Has it been confirmed that there are no missing, paint covered or plugged fixed CO <sub>2</sub> / foam or water mist system nozzles?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35	<u>Applicable to vessels equipped with water mist systems:</u> Has it been verified that all valves are in the correct alignment (OPEN) and that the system is FULLY operational? Also, that the system is in "AUTOMATIC MODE" and "ON", not in "MANUAL MODE"?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36	Are Master, officers and crew ready for fire, abandon ship and confined space rescue drills as directed by PSC officers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37	Have the portable and fixed firefighting systems been serviced and the service certificate is on board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38	Have the fixed firefighting systems been serviced and the service certificate is on board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39	Are crew accommodations (quarters, heads, bathing facilities and galley) clean and operating properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40	Is the accommodation air conditioning and heating in working condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
41	Is the galley clean and functional? Are the range hoods clean, free of excess grease and the fire extinguishing system functional?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>B. ADDITIONAL REQUIREMENTS (for tankers only)</b>				
42	Is the Inert Gas Generator and/or Inert Gas System fully operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43	Is Overboard Discharge Monitoring Equipment (ODME) fully operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44	Has it been confirmed that the high alarm (95%) and high-high alarm (98%) are operational with audio-visual alarms as required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45	Is the fixed gas detection system fully operational?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**List of any non-operational equipment:**

**Remarks:**

Name and Rank: \_\_\_\_\_ Signature: \_\_\_\_\_