GOVERNMENT OF PAKISTAN

DIRECTORATE GENERAL OF PORTS & SHIPPING

PORT STATE CONTROL

INSPECTION POLICY

APPROVAL 6
MISSION STATEMENT 7
PREFACE 8
1. PREAMBLE 8
2. PROVISION FOR PORT STATE CONTROL 9
2.1 International Convention Requirements 9
2.2 No More Favorable Treatment 9
2.3 Ships of Non-Party States 9
2.4 Ships Below Convention Size 10
3. PROFESSIONAL PROFILE AND QUALIFICATIONS OF PORT STATE CONTROL OFFICERS 10
3.1 Professional Profile of PSCOs 10
3.2 Training Requirements for PSCOs 10
3.3 Qualification Requirements for PSCOs 10
4. GENERAL INSPECTION PROCEDURES 11
4.1 Initial Inspection 11
4.2 Clear Grounds for Detailed Inspection 11
4.3 Detailed Inspection 12
5. SELECTION OF SHIPS FOR INSPECTION 13
5.1 Priority Ships 13
5.2 Avoidance of Repeated Inspections 13
6. CONDUCT OF INSPECTIONS 13
6.1 Authorization 13
6.2 Independence and Impartiality 13
6.3 Identity Documentation 13
6.4 Inspection Report 13
6.5 Rectification of Deficiencies 14
6.6 Detention for Hazardous Deficiencies 14
6.7 Detention Criteria 14
6.8 Proceeding to Another Port for Repairs 14
6.9 Non-Compliance with Repair Conditions 14
6.10 Exceptional Circumstances 14
6.11 Pre-Notification of Deficiencies 14
6.12 Temporary Repairs 14
6.13 Dispute Resolution 15
7. DETAINABLE DEFICIENCIES 15
7.1 Areas under the SOLAS Convention 15
7.2 Areas under the IBC Code (To be implemented once Ratified by Pakistan) 16
7.3 Areas under the IGC Code 16
7.4 Areas under LL 1966 and LL PROT 1988 16

7.5 Areas under MARPOL Annex I 16
7.6 Areas under MARPOL Annex II 17
7.7 Areas under MARPOL Annex III and Dangerous Goods Carriage Requirements 17
7.8 Areas under MARPOL Annex IV 17
7.9 Areas under MARPOL Annex V 17
7.10 Areas under MARPOL Annex VI 18
7.10.1 Energy Efficiency and Carbon Intensity Requirements 18
7.10.2 Fuel Oil Consumption Reporting and Environmental Standards 18
7.10.3 Contingency Measures for Non-Compliant Fuel Oil 18
7.11 Areas under Ballast Water Management (BWM) Convention 19
7.12 Areas under STCW 1978 20
7.13 Areas under AFS 2001 (To be implemented once Ratified by Pakistan) 20
7.14 Areas under IMSBC (To be implemented once Ratified by Pakistan) 21
7.15 Areas under HSC 21
7.16 Areas Which May Not Warrant Detention 21
8. DETENTION PROCEDURES 21
8.1 Right of Appeal 22
8.2 Costs and Delays 22
9. PROCEDURES FOR RECTIFICATION OF DEFICIENCIES 22
9.1 General Rectification Procedure 22
9.2 Hazardous Deficiencies 22
9.3 Proceeding to Repair Yard 22
9.4 Non-Hazardous Deficiencies 22
9.5 Communication Requirements 22
9.6 Non-Compliance with Agreed Conditions 23
9.7 Failure to Call at Nominated Repair Port 23
10. RELEASE OF VESSEL 23
10.1 Re-Inspection 23
10.2 Principal Officer Review 23
10.3 DG Approval 23
10.4 Release Notification 23
11. TRAINING AND KNOWLEDGE UPDATES 23
12. REPORTING REQUIREMENTS 24
12.1 Reporting at Conclusion of Inspection 24
12.2 Notification to Flag State and Recognized Organizations 24
12.3 Reporting of Vessels with Allowed Deficiencies 24
12.4 Reporting Detainable Deficiencies and Violations 24
12.5 Annual Reporting Requirements 24
12.6 Record Retention and Access 25

13. EVALUATION OF PERFORMANCE 26
13.1 Performance Parameters 26
13.2 Flag Performance based on Deficiency & Detention Ratio 26
13.3 Comparing Flag Ratios with Regional MOU Average 26
13.4 Flag Performance Matrix 26
14. CONTACT DETAILS 27
15. LEGAL AND REGULATORY REFERENCES 27
15.1 National Legislation 27
15.2 IMO Conventions 27
15.3 IMO Codes and Guidelines 27
15.4 IMO Resolutions and Circulars 27
APPENDIX 1 29
NEWLY EMPHASIZED ITEMS FOR PSC FOCUS 29
Priority Inspection Items 29
Complete Document Checklist 30
APPENDIX 2: PORT STATE CONTROL INSPECTION REPORT (FORM A) 32
APPENDIX 3: REPORT OF INSPECTION - DEFICIENCIES (FORM B) 33
APPENDIX 4: REPORT OF DEFICIENCIES NOT FULLY RECTIFIED (FORM C) 34
APPENDIX 5: REPORT OF ACTION TAKEN (FORM D) 35
APPENDIX 6: FORMAT FOR REPORT OF CONTRAVENTION OF MARPOL (FORM E) .. 36
APPENDIX 7: COMMENTS BY FLAG STATE ON DETENTION REPORT (FORM F) 37
APPENDIX 8: DETENTION ORDER (FORM G) 38
APPENDIX 9: RELEASE ORDER (FORM H) 39
APPENDIX 10: GUIDANCE ON SPECIFIC INSPECTION ACTIVITIES 40
Introduction 40
1.1 Bridge Operation 40
1.2 Cargo Operation 40
1.3 Operation of Machinery 42
1.4 Manuals, Instructions and Documentation 43
1.5 Oil and Oily Mixtures from Machinery Spaces 43
1.6 Loading, Unloading and Cleaning Procedures for Cargo Spaces of Tankers 43
1.7 Dangerous Goods and Harmful Substances in Packaged Form 44
1.8 Garbage Management 44
1.9 Sewage Management 44
1.10 Air Pollution Prevention 44
2. ASSESSMENT OF PREPAREDNESS FOR EMERGENCIES AND DRILLS 45
2.1 Muster List 45
2.2 Communication During Drills 45
2.3 Search and Rescue Plan 45

MISSION STATEMENT

The mission of the Directorate General of Ports & Shipping (DGPS) in conducting Port State Control inspections is to:

- Eliminate non-compliant vessels from Pakistan's territorial waters to ensure safer ships and cleaner oceans
- Verify that foreign ships calling at Pakistani ports comply with international maritime conventions and regulations
- Ensure maritime safety and security while preventing marine pollution in accordance with IMO conventions and Pakistan's Merchant Shipping Ordinance 2001
- Protect the life, health, and welfare of seafarers through enforcement of international standards
- Exercise Pakistan's sovereign rights as a port State to prevent unsafe vessels from sailing from its ports

Through rigorous and professional Port State Control inspections, DGPS is committed to upholding the highest standards of maritime safety, security, and environmental protection in furtherance of Pakistan's international obligations.

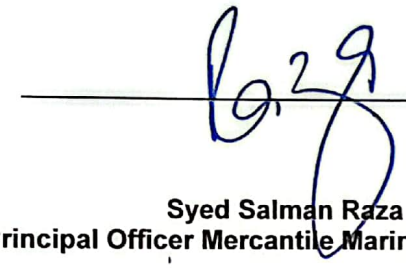
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APPROVAL

This Port State Control Inspection Policy has been reviewed and approved for implementation by the Directorate General of Ports & Shipping.

Approved by:



Syed Salman Raza
(Principal Officer Mercantile Marine Department)

Date: **June 02, 2025**

Principal Officer
Government of Pakistan
Mercantile Marine Department
Karachi

This policy supersedes: DGPS Circular SG 04/2020 - Mandatory Guidelines and Procedures for FLAG STATE SURVEYORS / PORT STATE CONTROL OFFICER

PREFACE

Port State Control (PSC) is a critical mechanism for ensuring maritime safety and environmental protection. Under international maritime law, specifically the United Nations Convention on the Law of the Sea (UNCLOS), coastal States have the authority and responsibility to inspect foreign vessels calling at their ports to verify compliance with international maritime conventions.

This policy document establishes the framework for Port State Control operations conducted by the Directorate General of Ports & Shipping (DGPS) within Pakistan's maritime jurisdiction. It provides comprehensive guidance to Port State Control Officers (PSCOs) and sets forth the procedures, standards, and requirements for conducting effective PSC inspections.

Purpose of This Policy

This policy serves to:

1. Establish uniform standards and procedures for PSC inspections across all Pakistani ports
2. Define the qualifications, training requirements, and professional profile of PSCOs
3. Provide clear guidance on inspection methodologies, deficiency identification, and detention procedures
4. Ensure compliance with International Maritime Organization (IMO) conventions and Pakistan's Merchant Shipping Ordinance 2001
5. Facilitate cooperation with flag States, recognized organizations, and other port State authorities

Legal Framework

This policy is promulgated under the authority of Pakistan's Merchant Shipping Ordinance (MSO) 2001, particularly Section 394, which provides for the detention of ships that fail to meet safety and environmental standards. The policy incorporates requirements from:

- SOLAS 1974 (Safety of Life at Sea Convention)
- MARPOL (International Convention for the Prevention of Pollution from Ships)
- Load Lines Convention 1966
- STCW 1978 (Standards of Training, Certification and Watchkeeping)
- Ballast Water Management Convention 2004
- Other relevant IMO conventions and codes

Application

This policy applies to all Port State Control inspections conducted at Pakistani ports and to all PSCOs authorized by the Principal Officer, Mercantile Marine Department (POMMD). It shall be binding on all personnel involved in PSC operations and shall be reviewed periodically to incorporate changes in international maritime law and IMO guidelines.

1. PREAMBLE

The United Nations Convention on the Law of the Sea (UNCLOS) allows States to take necessary steps to prevent any breach of conditions to which a call at its ports may be subject, and permits sovereign States to take appropriate steps to prevent unsafe vessels from sailing from their ports.

2.4 Fire and Abandon Ship Drills 45
2.5 Fire Drills 46
2.5.1 Fire Drill Observation Points 46
2.5.2 Supporting Crew Duties 46
2.5.3 Passenger Ship Considerations 46
2.6 Abandon Ship Drills 47
2.7 Enclosed Space Entry and Rescue Drills 47
2.8 Emergency Steering Drills 47
2.9 Damage Control Plan and Shipboard Oil Pollution Emergency Plan 48
2.10 Fire-Control Plan 48
APPENDIX 11: GUIDELINES FOR PORT STATE CONTROL OFFICERS ON THE ISM CODE 49
1. General 49
2. Goals and Purpose 49
3. Applications 49
4. Inspections of Ships 50
4.1 Initial Inspection 50
4.2 More Detailed Inspection 50
5. Follow-Up Action 50
5.1 Technical, Operational and ISM Code Deficiencies 50
5.2 Deficiencies Warranting Detention 50
APPENDIX 12: GUIDELINES FOR PORT STATE CONTROL RELATED TO LRIT 51
1. Purpose 51
2. Applications 51
3. Inspections 51
3.1 Deficiencies Warranting Detention 51
APPENDIX 13: GUIDELINES FOR PORT STATE CONTROL UNDER TONNAGE 1969 ... 52
1. Application 52
2. PSCO Actions for Deficiencies 52
APPENDIX 14: GUIDELINES ON CERTIFICATION OF SEAFARERS, MANNING AND HOURS OF REST 53
1. General 53
2. Applications 53
3. Required Documentation 53
4. Inspection Procedures 54
4.1 Initial Inspection - Certificates 54
4.2 Manning Verification 54
4.3 Hours of Rest Requirements 54
5. Deficiencies That May Warrant Detention 55
6. Actions to be Considered 55

Foreign ships calling at national ports are inspected by the Port State Control Officer (PSCO) to verify that the condition of the ship and its equipment comply with the requirements of international regulations and that the ship is manned and operated in compliance with these instruments to ensure maritime safety and security and prevent pollution.

The fundamental objective of Port State Control is to eliminate non-compliant vessels in order to ensure safer ships and cleaner oceans. Any ship found non-compliant can be detained until the rectification of the deficiency as required by the IMO Convention and MSO 2001.

2. PROVISION FOR PORT STATE CONTROL

2.1 International Convention Requirements

SOLAS 1974 regulations I/19, IX/6.2, XI-1/4 and XI-2/9, as modified by SOLAS PROT 1988; article 21 of LL 1966, as modified by LL PROT 1988; articles 5 and 6, regulation 11 of Annex I, regulation 16.9 of Annex II, regulation 9 of Annex III, regulation 14 of Annex IV, regulation 9 of Annex V and regulation 10 of Annex VI of MARPOL; article X of STCW 1978; article 12 of TONNAGE 1969, article 11 of AFS 2001 and article 9 of BWM 2004 provide for control procedures to be followed by a Party to a relevant convention with regard to foreign ships visiting their ports.

The authorities of port States shall make effective use of these provisions for the purposes of identifying deficiencies, if any, in such ships which may render them substandard and ensuring that remedial measures are taken.

2.2 No More Favorable Treatment

Article I(3) of SOLAS PROT 1988, article I(3) of LL PROT 1988, article 5(4) of MARPOL, article X(5) of STCW 1978, article 3(3) of AFS 2001 and article 3(3) of BWM 2004 provide that no more favorable treatment is to be given to the ships of countries which are not Party to the relevant convention.

All Parties shall, as a matter of principle, apply these procedures to ships of non-Parties in order to ensure that equivalent surveys and inspections are conducted and an equivalent level of safety and protection of the marine environment is ensured.

2.3 Ships of Non-Party States

As ships of non-Parties are not provided with SOLAS, Load Lines, MARPOL, AFS or BWM certificates, as applicable, or the crew members may not hold STCW certificates, the Port State Control Officer (PSCO), taking into account the principles established in these procedures, shall be satisfied that the ship and crew do not present a danger to those on board or an unreasonable threat of harm to the marine environment.

If the ship or crew has some form of certification other than that required by a convention, the PSCO may take the form and content of this documentation into account in the evaluation of that ship. The conditions of and on such a ship and its equipment and the certification of the crew and the flag State's minimum manning standard should be compatible with the aims of the provisions of the conventions; otherwise, the ship shall be subject to such restrictions as are necessary to obtain a comparable level of safety and protection of the marine environment.

In the exercise of their functions, PSCOs shall be guided by any certificates and other documents issued by or on behalf of the flag State Administration. In such cases, the PSCOs shall limit the scope of inspection to the verification of compliance with those certificates and documents.

2.4 Ships Below Convention Size

To the extent a relevant instrument is not applicable to a ship below convention size, the PSCO's task shall be to assess whether the ship is of an acceptable standard in regard to safety and the environment. In making that assessment, the PSCO shall take due account of such factors as the length and nature of the intended voyage or service, the size and type of the ship, the equipment provided and the nature of the cargo.

3. PROFESSIONAL PROFILE AND QUALIFICATIONS OF PORT STATE CONTROL OFFICERS

3.1 Professional Profile of PSCOs

- Port State Control inspections must be conducted exclusively by qualified PSCOs who meet the qualifications and training requirements outlined in section 3.3
- If a PSCO does not possess the necessary professional expertise for a specific inspection, they may be assisted by an expert approved by the port State
- PSCOs and any assisting personnel must operate free from any commercial, financial, or other pressures. They must have no commercial interest in the port of inspection, the inspected ships, ship repair facilities, or any associated services
- PSCOs must not be employed by or conduct work on behalf of Recognized Organizations (ROs) or classification societies

PSCOs must carry a personal identity document issued by the port State, which verifies their authorization to conduct Port State Control inspections.

3.2 Training Requirements for PSCOs

- A PSCO must be an experienced officer qualified as a flag State surveyor
- PSCOs should be proficient in English to effectively communicate with key ship personnel
- Comprehensive training must be provided to PSCOs to ensure they possess thorough knowledge of relevant international conventions applicable to Port State Control. This training should consider the latest IMO model courses for PSCOs
- In establishing the qualifications and training for PSCOs, the Administration should account for the internationally agreed instruments relevant to Port State Control and the variety of ship types visiting the port

The Administration shall conduct periodic seminars to keep PSCOs updated on changes and developments in instruments and procedures related to Port State Control.

3.3 Qualification Requirements for PSCOs

PSCOs tasked with inspecting operational requirements shall possess one of the following qualifications:

- Be a master or chief engineer with relevant seagoing experience
- Hold qualifications from a maritime-related institution recognized by the Administration, alongside specialized training to ensure adequate competence
- Be a qualified officer of the Administration with equivalent experience and training for inspecting operational requirements.

4. GENERAL INSPECTION PROCEDURES

4.1 Initial Inspection

During a PSC inspection, the Inspector shall first conduct an 'initial inspection', which includes examination of the ship and crew certificates, an inspection of critical areas and equipment which will probably involve a fire and abandon ship drill. If the inspector is of the opinion that the vessel is substantially in compliance after the initial inspection, then no further inspection shall be necessary.

4.2 Clear Grounds for Detailed Inspection

However, if there are 'clear grounds' for believing that the condition of the ship or its equipment does not correspond substantially with the particulars of the certificates or that the master or crew is not familiar with essential shipboard procedures, a more detailed inspection shall be carried out.

For the purpose of control on compliance with on-board operational requirements, specific 'clear grounds' are the following:

6. Required certificates or documentation are missing, invalid, or falsified
7. The ship's condition, its equipment, or crew does not substantially correspond with the particulars of the certificates or documentation
8. The master or crew members are not familiar with essential shipboard procedures relating to the safety of ships or the prevention of pollution
9. The ship has been involved in any of the following:
    - A collision, grounding, or stranding
    - An illegal discharge of substances while underway, at anchor, or at berth
    - Erratic or unsafe maneuvering
    - Operating in a manner that poses a danger to persons, property, or the environment
    - Operating in a way that compromises maritime security
    - The ship's certificates have been falsified or the ship is carrying false certificates
    - Other factors constituting clear grounds as determined by the PSCO
10. Reliable information or evidence that the ship has:
    - Defective equipment or hull damage that compromises safety or environmental protection
    - Missing critical safety or pollution prevention equipment
    - Non-compliant manning levels or crew certification
    - Unsafe operational practices or procedures
    - Significant deficiencies in working and living conditions
11. Information received from:
    - Another Administration
    - Other crew members
    - A professional body or association
    - A trade union
    - Any other individual with an interest in the safety of the ship, its crew and passengers, or the protection of the marine environment
12. Information from ship inspection targeting systems indicating risk factors or abnormal behavior
13. Evidence that communication between crew members, or between crew members and shore-based facilities, is not satisfactory due to language barriers or other reasons

4.3 Detailed Inspection

A more detailed inspection shall include an in-depth examination when:

- The ship does not carry valid certificates, or if the PSCO, from general impressions or observations on board, has clear grounds for believing that the condition of the ship or its equipment does not correspond substantially with the particulars of the certificates or that the master or crew is not familiar with essential shipboard procedures
- Support during the more detailed inspection could be found in the documents mentioned in relevant appendices, where applicable
- It is not envisaged that all of the equipment and procedures outlined would be checked during a single port State control inspection, unless the condition of the ship or the familiarity of the master or crew with essential shipboard procedures necessitates such a detailed inspection

In general, a ship is regarded as substandard if the hull, machinery, equipment or operational safety and the protection of the environment is substantially below the standards required by the relevant conventions or if the crew is not in conformity with the safe manning document, owing to, inter alia:

14. The absence of principal equipment or arrangement required by the conventions, unless exempted by vessel flag administration
15. Non-compliance of equipment or arrangement with relevant specifications of the conventions, unless exempted by vessel flag administration
16. Substantial deterioration of the ship or its equipment
17. Insufficiency of operational proficiency, or unfamiliarity with essential operational procedures by the crew
18. Insufficiency of manning or insufficiency of certification of seafarers

If these evident factors as a whole or individually pose a danger to the ship or persons on board or present an unreasonable threat of harm to the marine environment if it were allowed to proceed to sea, it shall be regarded as a substandard ship. The PSCO shall also take into account the guidelines herein.

If evident factors as a whole or individually make the ship unseaworthy and put at risk the ship or the life of persons on board or present an unreasonable threat of harm to the marine environment if it were allowed to proceed to sea, it shall be regarded as a substandard ship and detained.

5. SELECTION OF SHIPS FOR INSPECTION

5.1 Priority Ships

In selecting ships for inspection, the Mercantile Marine Department (MMD) shall give priority to the following ships:

- Ships visiting a port of Pakistan for the first time or after an absence of 12 months or more
- Ships which have been permitted to leave the port of Pakistan on the condition that the deficiencies noted must be rectified within a specified period, upon expiry of such period
- Ships which have been reported by pilots or port authorities as having deficiencies which may prejudice their safe navigation
- Ships whose statutory certificates on the ship's construction and equipment have not been issued in accordance with the relevant instruments
- Ships carrying dangerous or polluting goods, which have failed to report all relevant information concerning the ship's particulars, the ship's movements and concerning the dangerous or polluting goods being carried to the MMD
- Ships which have been suspended from their class for safety reasons in the course of the preceding six months

5.2 Avoidance of Repeated Inspections

Inspection of ships which have been inspected within the previous 6 months may be avoided unless there are clear grounds for inspection. These procedures are not applicable to ships listed under paragraph 2.2 which may be inspected whenever the Principal Officer MMD deems appropriate.

6. CONDUCT OF INSPECTIONS

6.1 Authorization

Inspections shall be carried out only by a person duly authorized by the Principal Officer, Mercantile Marine Department (POMMD).

6.2 Independence and Impartiality

The PSCOs carrying out Port State Control shall have no personal or commercial interest either in the port of inspection or in the ships inspected, nor shall they be employed to undertake work on behalf of non-governmental organizations which issue statutory and classification certificates or which carry out the surveys necessary for the issue of those certificates to ships.

6.3 Identity Documentation

Each PSCO shall carry a personal document in the form of an identity card issued by POMMD indicating that the PSCO is authorized to carry out inspections.

6.4 Inspection Report

On completion of an inspection the master of ship shall be provided by the PSCO with a document in the form specified in the relevant appendix, giving the results of the inspection and details of any decision taken by the PSCO and of the corrective action to be taken by the master, owner or operator.

6.5 Rectification of Deficiencies

The PSCO shall be satisfied that any deficiencies confirmed or revealed by the inspection are rectified.

6.6 Detention for Hazardous Deficiencies

In the case of deficiencies which are clearly hazardous to safety, health or the environment, the PSCO may detain the ship as per defined procedure or stop the operation in relation to which the deficiencies have been revealed and update the POMMD. The detention order or the stoppage of the operation shall not be lifted until the hazard is removed, except under the conditions provided for in section 6.8.

6.7 Detention Criteria

When exercising professional judgment as to whether or not a ship should be detained, PSCO shall be guided by the criteria set out in Section 7 (Detainable Deficiencies).

6.8 Proceeding to Another Port for Repairs

Where deficiencies referred to in section 6.6 cannot be remedied in the port of inspection, the POMMD may allow the ship to proceed to another port, or the nearest repair yard subject to any appropriate conditions determined by the POMMD with a view to ensuring that the ship can so proceed without danger to safety, health or the environment.

6.9 Non-Compliance with Repair Conditions

The POMMD will take measures to ensure that ships referred to in paragraph 6.8 which either proceed to sea without complying with the conditions determined or which do not call into the agreed port or yard to undertake repairs, are refused access to any port until the owner or operator and the flag State notify the POMMD.

6.10 Exceptional Circumstances

Notwithstanding provisions contained in section 6.9, in exceptional circumstances recognized by the POMMD, access to specific port may be permitted to minimize the risk of loss of life or of pollution.

6.11 Pre-Notification of Deficiencies

In case the master, owner or agent of the ship notifies the MMD prior to, upon arrival or whilst the vessel is in the port, of any damage, breakdown or deficiency to the ship, its machinery and equipment, which is intended to be repaired or rectified before the ship sails from that port, the detention should be issued only if deficiencies justifying detentions are found after the master has given notification that the ship was ready for inspection. The same procedure applies when the MMD is notified that the ship is scheduled to be surveyed at the port with respect to flag, statutory or class requirements.

6.12 Temporary Repairs

In exceptional circumstances, when a ship on its way to a specified repair yard needs to call at a port for temporary repairs for safety reasons, it may be allowed into that port. All commercial operations are forbidden except the unloading of its cargo if required for safety reasons. The ship may be allowed to proceed to the specified repair yard only if the flag State of the ship has issued statutory certificate to the ship restricting their validity to that specific voyage, and the

MMD is satisfied that such ship shall not pose undue risk to safety of ship, or to the environment or cause undue hardship to the crew.

6.13 Dispute Resolution

PSCOs shall deal with any disagreement over the conduct or findings of the inspection calmly and patiently. The PSCO shall advise the master of the complaint's procedure in place if the disagreement cannot be resolved within a reasonable time. The PSCO shall also advise the Master of the appeal procedure as well as the national right of appeal in the case of detention.

Reference should be made to Appendices 10 to 14 for guidance on specific inspection activities. These guidelines are provided for the purpose of assisting the PSCO in performing a PSC inspection and do not restrict the PSCO in their professional judgment while performing the PSC inspection.

7. DETAINABLE DEFICIENCIES

To assist the PSCO in the use of these guidelines, there follows a list of deficiencies, grouped under relevant conventions and/or codes, which are considered to be of such a serious nature that they may warrant the detention of the ship involved.

This list is not considered exhaustive, but is intended to give examples of relevant items.

7.1 Areas under the SOLAS Convention

19. Failure of proper operation of propulsion and other essential machinery, as well as electrical installations
20. Insufficient cleanliness of engine-room, excess amount of oily-water mixture in bilges, insulation of piping including exhaust pipes in engine-room contaminated by oil, and improper operation of bilge pumping arrangements
21. Failure of the proper operation of emergency generator, lighting, batteries and switches
22. Failure of proper operation of the main and auxiliary steering gear
23. Absence, failure, insufficient capacity or serious deterioration of personal life-saving appliances, survival craft and launching and recovery arrangements
24. Absence, non-compliance or substantial deterioration to the extent that it cannot comply with its intended use of fire detection system, fire alarms, fire-fighting equipment, fixed fire-extinguishing installation, ventilation valves, fire dampers and quick-closing devices
25. Absence, substantial deterioration or failure of proper operation of the cargo deck area fire protection on tankers
26. Absence, non-compliance or serious deterioration of lights, shapes or sound signals
27. Absence or failure of the proper operation of the radio equipment for distress and safety communication
28. Absence or failure of the proper operation of navigation equipment, taking the relevant provisions of SOLAS 1974 regulation V/16.2 into account
29. Absence of corrected navigational charts, and/or all other relevant nautical publications necessary for the intended voyage, taking into account that electronic charts may be used as a substitute for the charts
30. Absence of non-sparking exhaust ventilation for cargo pump-rooms
31. Serious deficiency in the operational requirements
32. Number, composition or certification of crew not corresponding with safe manning document
33. Non-implementation or failure to carry out the enhanced survey programme in accordance with SOLAS 1974 regulation XI-1/2 and the International Code on the

Enhanced Programme of Inspections during Surveys of Bulk Carriers and Oil Tankers, 2011 (2011 ESP Code), as amended

34. Absence or failure of a voyage data recorder (VDR), when its use is compulsory

7.2 Areas under the IBC Code

1) Certificate of Fitness for Chemical Tankers containment system as per IBC standards
2) Cargo Record Book
3) Operations Manual
4) Emergency response procedure availability
5) Personal protective equipment availability as required
6) Cargo tank venting systems
7) Temperature control systems availability and functioning
8) Cargo transfer equipment functionality
9) Tank cleaning procedures availability
10) Cargo compatibility documentation availability
11) Ship equipped with containment systems as per IBC standards
12) Records of chemical cargo inspections and handling procedures
13) Crew training and awareness documentation for handling dangerous chemicals
14) Ventilation and gas detection system operational and certified

7.3 Areas under the IGC Code

- Certificate of Fitness for Gas Carriers is valid and compliant with IGC standard
- Cargo Record Book is available and compliant
- Cargo Operations Manual available
- Emergency shutdown systems (ESD) is functional and tested regularly
- Gas detection equipment is functional and tested regularly
- Temperature, pressure and level monitoring systems function and tested regularly
- Cargo containment systems certified and compliant with IGC standards
- Cargo-specific firefighting plan and appropriate training records
- Sufficient Personal protective equipment for gas handling available and calibrated

7.4 Areas under LL 1966 and LL PROT 1988

35. Significant areas of damage or corrosion or pitting of plating and associated stiffening in decks and hull affecting seaworthiness or strength to take local loads, unless properly authorized temporary repairs for a voyage to a port for permanent repairs have been carried out
36. A recognized case of insufficient stability
37. The absence of sufficient and reliable information, in an approved form, which by rapid and simple means enables the master to arrange for the loading and ballasting of the ship in such a way that a safe margin of stability is maintained at all stages and at varying conditions of the voyage, and that the creation of any unacceptable stresses in the ship's structure is avoided
38. Absence, substantial deterioration or defective closing devices, hatch closing arrangements and watertight/weathertight doors
39. Overloading
40. Absence of, or impossibility to read, draught marks and/or Load Line Marks
41. The means of freeing water from the deck not in satisfactory or operational condition

7.5 Areas under MARPOL Annex I

42. Absence, serious deterioration or failure of proper operation of the oily-water filtering equipment, the oil discharge monitoring and control system or the 15 ppm alarm arrangements
43. Remaining capacity of slop and/or sludge tank insufficient for the intended voyage
44. Oil Record Book not available
45. Unauthorized discharge bypass fitted
46. Failure to meet the requirements of regulation 20.4 or alternative requirements specified in regulation 20.7
47. Oily bilge water and/or oil residue accumulated in machinery spaces

7.6 Areas under MARPOL Annex II

48. Absence of Procedures and Arrangements Manual (P and A Manual)
49. Cargo is not categorized
50. No Cargo Record Book available
51. Unauthorized discharge bypass fitted

7.7 Areas under MARPOL Annex III and Dangerous Goods Carriage Requirements

52. Absence of a valid Document of Compliance for carriage of dangerous goods (if required)
53. Absence of a Dangerous Cargo Manifest or detailed stowage plan before departure of the ship
54. Stowage and segregation provisions of the IMDG Code chapters 7.1, 7.2, 7.4, 7.5 and 7.6 are not met
55. Ship is carrying dangerous goods not in compliance with the Document of Compliance for carriage of dangerous goods of the ship
56. Ship is carrying damaged or leaking dangerous goods packages
57. Ship's personnel assigned to specific duties related to the cargo are not familiar with those duties, any dangers posed by the cargo and with the measures to be taken in such a context

7.8 Areas under MARPOL Annex IV

58. Absence of valid International Sewage Pollution Prevention Certificate
59. Sewage treatment plant not approved and certified by the Administration
60. Failure of sewage treatment plant
61. Ship's personnel not familiar with disposal/discharge requirements of sewage

7.9 Areas under MARPOL Annex V

62. Absence of garbage management plan
63. No garbage record book available
64. Ship's personnel not familiar with disposal/discharge requirements of garbage management plan

7.10 Areas under MARPOL Annex VI

65. Absence of valid International Air Pollution Prevention Certificate (IAPP Certificate) and where relevant Engine International Air Pollution Prevention Certificates (EIAPP Certificates) and Technical Files
66. A marine diesel engine with a power output of more than 130 kW which is installed on board a ship constructed on or after 1 January 2000, or a marine diesel engine having undergone a major conversion on or after 1 January 2000 which does not comply with the NOx Technical Code 2008, as amended
67. The Sulphur content of any fuel oil used on board ships exceeds the limit of 0.5% m/m on and after 1 January 2020
68. The Sulphur content of any fuel used on board exceeds 0.1% m/m while operating within a SOX emission control area as per the provisions of regulation 14
69. Emission reduction by equivalent arrangements is not met
70. An incinerator installed on board the ship on or after 1 January 2000 does not comply with requirements contained in appendix IV to the Annex, or the standard specifications for shipboard incinerators developed by the Organization (resolution MEPC.244(66))
71. Ship's personnel are not familiar with essential procedures regarding the operation of air pollution prevention equipment
72. Absence of valid IEEC (International Energy Efficiency Certificate)
73. Absence of a Statement of Compliance related to fuel oil consumption reporting on board

7.10.1 Energy Efficiency and Carbon Intensity Requirements

Ship Energy Efficiency Management Plan (SEEMP):

PSCOs should verify that ships maintain an updated SEEMP onboard that complies with MEPC.346(78), ensuring energy management procedures are actively followed

Energy Efficiency Existing Ship Index (EEXI) Compliance:

The PSCO should confirm that all relevant data supporting EEXI compliance are available and accurately recorded as per MEPC.350(78) guidelines

7.10.2 Fuel Oil Consumption Reporting and Environmental Standards

The PSCO must ensure that the vessel's fuel oil consumption aligns with reporting standards in MEPC.348(78), checking the validity and accuracy of documentation

Inspectors should verify fuel sulphur content, ensuring compliance with the 0.50% sulphur limit, with fuel samples or records as evidence

7.10.3 Contingency Measures for Non-Compliant Fuel Oil

In cases of non-compliant fuel oil, PSCOs should follow MEPC.1/Circ.881, reviewing all presented evidence to determine the appropriate regulatory response without detaining vessels unnecessarily

7.11 Areas under Ballast Water Management (BWM) Convention

74. **Ballast Water Management System (BWMS):**

- Confirm the presence of a compliant ballast water treatment system that meets the standards of the BWM Convention
- Ensure that the BWMS is operational and crew members are trained in its usage

75. **Testing and Calibration Records:**

Check records of periodic tests, inspections, and maintenance of the BWMS to ensure ongoing functionality

76. **Sampling and Analysis:**

- Collect and analyze ballast water samples following standardized methods (as per BWM.2/Circ.42/Rev.2) to confirm compliance with discharge standards for organisms and pathogens
- Effluent Quality: Ensure the treated ballast water meets the D-2 discharge standard, which sets limits on viable organisms and pathogens in discharged ballast water

77. **Crew Familiarity and Training:**

- Crew Training Records: Review documentation showing that crew members are trained in ballast water management operations
- Crew Familiarity: Interview crew members to assess their understanding of the BWMP and the operation of the BWMS

78. **Exemptions and Special Areas:**

- Exemption Documentation: If the vessel operates in waters with specific exemptions, verify the exemption certificate and associated documentation
- Special Area Compliance: Ensure that ballast water operations comply with additional measures in designated special areas if applicable

7.12 Areas under STCW 1978

79. Failure of seafarers to hold a certificate, to have an appropriate certificate, to have a valid dispensation or to provide documentary proof that an application for an endorsement has been submitted to the Administration
80. Failure to comply with the applicable safe manning requirements of the Administration
81. Failure of navigational or engineering watch arrangements to conform to the requirements specified for the ship by the Administration
82. Absence in a watch of a person qualified to operate equipment essential to safe navigation, safety radiocommunications or the prevention of marine pollution
83. Inability to provide for the first watch at the commencement of a voyage and for subsequent relieving watches persons who are sufficiently rested and otherwise fit for duty
84. Security and Environmental Training Updates (STCW.7/Circ.22): PSCO should verify security and environmental training certifications, ensuring all seafarers meet new standards for safety and operational preparedness

7.13 Areas under AFS 2001

85. **Certification and Documentation:**

    - International Anti-Fouling System Certificate: Verify that the vessel has a valid International AFS Certificate, which is required for ships of 400 gross tonnage and above engaged in international voyages
    - Declaration on Anti-Fouling System: For ships below 400 gross tonnage that engage in international voyages but are not required to have an AFS Certificate, confirm the presence of a Declaration on Anti-Fouling System

86. **Anti-Fouling System Type and Compliance:**

    - System Compliance: Confirm that the anti-fouling system used on the vessel does not contain organotin compounds (e.g., tributyltin (TBT)) or other prohibited substances
    - Documentation of Anti-Fouling Coatings: Check records or documents specifying the type and composition of the anti-fouling system applied to the hull

87. **Visual Inspection of Hull Condition:**

    - Hull Condition: Conduct a visual inspection of the ship's hull to check for visible signs of non-compliant anti-fouling coatings
    - Sampling for Laboratory Testing: If there is suspicion of non-compliance, the PSCO may collect samples from the hull's anti-fouling coating for laboratory analysis

88. **Crew Awareness and Record-Keeping:**
    - Crew Knowledge: Interview crew members to assess their familiarity with the AFS Convention requirements
    - Maintenance and Application Records: Check for records of the application, maintenance, and renewal of anti-fouling systems on the ship

7.14 Areas under IMSBC

- Document of Compliance for Solid Bulk Cargoes
- Cargo Declaration Form
- Cargo loading/unloading plan
- Loading/unloading procedures aligned with IMSBC requirements
- Provisions for cargo moisture control and temperature monitoring
- Emergency response plan for hazardous bulk cargo
- Proper cargo information including transport document details, group classification (A, B, or C), and moisture content certificates
- Cargo handling equipment certification
- Ventilation requirements compliance
- Segregation requirements

7.15 Areas under HSC

- High-Speed Craft Safety Certificate
- Permit to Operate High-Speed Craft
- Route Operational Manual
- Training Manual and crew members trained for HSC-specific emergency scenarios
- Safety equipment certification
- Damage control plans
- Fire safety systems
- Life-saving appliances
- Navigation equipment meet HSC Code standards for high speed operation
- Manning documentation and crew qualifications

7.16 Areas Which May Not Warrant Detention

Failure of the proper operation (or maintenance) of inert gas systems, cargo-related gear or machinery should be considered sufficient grounds to stop cargo operation, but may not necessarily warrant detention.

8. DETENTION PROCEDURES

Detentions shall be approved by the Director General of Ports & Shipping via telephone followed up through email in the next working time.

The following procedures shall be observed:

- PSC inspector will inform Principal Officer MMD the reason for detaining the vessel
- Principal Officer MMD will pass on these details to DG Port & Shipping via phone followed by an email
- DG Port & Shipping will consult with competent authority and revert back with their decision via phone, followed up with an email
- Principal Officer MMD will inform the PSC inspector on site of decision
- PSC inspector will fill up the required forms and take signature from Master
- Principal Officer shall immediately notify the Flag State concerned and its Consul or, in their absence, its nearest diplomatic representative of the action taken
- Principal Officer MMD will inform detention details to Ports and PMSA through a letter
- Harbour Master will nominate a safe location for detention
- Where relevant, the Recognised Organization responsible for the issue of the certificate(s) shall also be informed

8.1 Right of Appeal

The owner or the operator of a ship will have the right of appeal against a detention decision in accordance with provision of MSO-2001 Section 394(1)(e). However, an application for appeal shall not cause the detention to be suspended.

8.2 Costs and Delays

All charges and delays arising due to detention shall be on vessel account.

9. PROCEDURES FOR RECTIFICATION OF DEFICIENCIES

9.1 General Rectification Procedure

The PSCO shall endeavor to secure the rectification of all deficiencies detected.

9.2 Hazardous Deficiencies

In the case of deficiencies which are clearly hazardous to safety or the environment, the PSCO shall, except as provided in section 9.3, ensure that the hazard is removed before the ship is allowed to proceed to sea. For this purpose, appropriate action shall be taken, which may include detention or a formal prohibition of a ship to continue an operation due to established deficiencies which, individually or together, would render the continued operation hazardous.

9.3 Proceeding to Repair Yard

Where deficiencies which caused a detention, as referred to in section 9.2, cannot be remedied in the port of inspection, the port State authority may allow the ship concerned to proceed to the nearest appropriate repair yard available, as chosen by the master and agreed to by that authority, provided that the conditions agreed between the port State authority and the flag State are complied with.

Such conditions will ensure that the ship should not sail until it can proceed without risk to the safety of the passengers or crew, or risk to other ships, or without presenting an unreasonable threat of harm to the marine environment. Such conditions may include confirmation from the flag State that remedial action has been taken on the ship in question.

In such circumstances the port State authority shall notify the authority of the ship's next port of call, the parties mentioned in section 9.5 and any other authority as appropriate. Notification to authorities shall be made in the form shown in relevant appendix. The authority receiving such notification shall inform the notifying authority of action taken.

9.4 Non-Hazardous Deficiencies

On the condition that all possible efforts have been made to rectify all other deficiencies, except those referred to in sections 9.2 and 9.3, the ship may be allowed to proceed to a port where any such deficiencies can be rectified.

9.5 Communication Requirements

If the ship has been allowed to sail with known deficiencies, the authorities of the port State shall communicate all the facts to the authorities of the country of the next appropriate port of call, to the flag State, and to the Recognized Organization (RO), where appropriate.

9.6 Non-Compliance with Agreed Conditions

If a ship referred to in section 9.3 proceeds to sea without complying with the conditions agreed to by the authority of the port of inspection, that port State authority shall immediately alert the next port, if known, the flag State and all other authorities it considers appropriate.

9.7 Failure to Call at Nominated Repair Port

If a ship referred to in section 9.3 does not call at the nominated repair port, the port State authority of the repair port shall immediately alert the flag State and detaining port State, which may take appropriate action, and notify any other authority it considers appropriate.

10. RELEASE OF VESSEL

10.1 Re-Inspection

PSCO will re-inspect the vessel to confirm closeout of detainable deficiencies and submit their report (Form A & B) to the Principal Officer MMD.

10.2 Principal Officer Review

Principal Officer MMD, once satisfied, will pass on these details to DG Port & Shipping via phone followed by an email.

10.3 DG Approval

DG Port & Shipping will consult competent persons and revert back with their decision via phone, followed up with an email.

10.4 Release Notification

Principal Officer MMD will inform release details to Harbour Master and PMSA decision to release the vessel on phone followed by an email.

11. TRAINING AND KNOWLEDGE UPDATES
The Director General of Ports & Shipping shall arrange regular training programs for PSCO inspectors to update their technical knowledge and ensure they remain current with changes in international maritime conventions, IMO guidelines, and best practices in port State control.

Training programs shall include:

- Updates on amendments to international maritime conventions
- New inspection techniques and methodologies
- Refresher courses on deficiency identification and detention procedures
- Workshops on specialized ship types and cargo operations
- Information sharing on regional and international PSC developments
- Use of IMO model courses for PSC officers

12. REPORTING REQUIREMENTS

12.1 Reporting at Conclusion of Inspection

At the end of each PSC inspection, the PSCO must provide the master of the ship with a summary document of the inspection results, which must include:

- A list of deficiencies found and actions to be taken (documented in Form A and/or Form B)
- Any detainable deficiencies with specific reasons for detention, if applicable
- Corrective actions required for non-detainable deficiencies and the timeframe for rectification

12.2 Notification to Flag State and Recognized Organizations

In cases where a vessel is detained or serious deficiencies are noted:

- Immediate Notification: Notify the flag State and relevant Recognized Organizations (ROs) responsible for issuing certificates. This notification shall include the vessel's IMO number, deficiencies, corrective actions, and required follow-ups
- Reporting Format: Use detention Form B and append detailed descriptions to flag States, ensuring compliance with the format in relevant appendices

12.3 Reporting of Vessels with Allowed Deficiencies

For vessels allowed to proceed with certain non-critical deficiencies:

- Forwarding Information: Share all relevant information with the authorities at the next port of call, the flag State, and the RO, if applicable
- Follow-Up Inspection: Request confirmation from the next port authority regarding the ship's compliance with the conditions specified

12.4 Reporting Detainable Deficiencies and Violations

In the event of detentions or serious non-compliance:

- GISIS Reporting: Enter all detention details into the Global Integrated Shipping Information System (GISIS) within 24 hours of the inspection. Include comprehensive information on deficiencies and corrective actions
- Supporting Evidence: Attach supporting documents, including photographic evidence, detailed inspection notes, and certification details to the report for review by IMO and the flag State
- According to IMO Resolution A.1185(33), non-detainable deficiencies must also be reported to the GISIS

12.5 Annual Reporting Requirements

An annual summary report of all PSC inspections, deficiencies, detentions, and relevant corrective actions undertaken by the Pakistan Maritime Administration shall be submitted to the IMO as part of the GISIS platform:

- Inspection Summaries: Include the total number of inspections, average deficiency ratio, and detention rate

- Flag State Feedback: Record feedback received from flag States on corrective measures implemented

12.6 Record Retention and Access

- Retention Period: All inspection records, including Forms A and B, communication logs, and notification records, shall be retained for a minimum of five years
- Access for Review: Make these records accessible for any internal reviews, audits, or IMO audits as needed.

13. EVALUATION OF PERFORMANCE

Performance evaluation shall be carried out periodically in respect of Port State to exercise its rights and meet its obligations under the applicable instruments of the Organization.

13.1 Performance Parameters

For establishing Flag State performance, two parameters are considered:

89. Flag Performance based on Deficiency and Detention Ratio
90. Flag Audit

13.2 Flag Performance based on Deficiency & Detention Ratio

This takes into account deficiency and detention history of all ships under the flag. The calculations are made daily on the basis of a running 36-month period.

Flag Deficiency Ratio = No. of Deficiencies (Flag) / No. of Inspections (Flag)

Flag Detention Ratio = No. of Detentions (Flag) / No. of Inspections (Flag)

13.3 Comparing Flag Ratios with Regional MOU Average

Deficiency Ratio (Flag)	Deficiency Points per Inspection	Classification
Above Average	> 10%	Above Average
Average	= 10%	Average
Below Average	< 10%	Below Average

13.4 Flag Performance Matrix

Detention Ratio (Flag)	Deficiency Ratio (Flag)	Flag Performance
Above Average	Above Average	Very Low
Above Average	Average	Very Low
Above Average	Below Average	Very Low
Average	Above Average	Very Low
Below Average	Above Average	Medium
Average	Average	Medium
Average	Below Average	Medium
Below Average	Average	Medium
Below Average	Below Average	**High**

Principal Officer Mercantile Marine Department will be the point of contact and can be reached at:

14. CONTACT DETAILS

Principal Officer Mercantile Marine Department will be the point of contact and can be reached at:

Email: info@mercantilemarine.gov.pk, po@mercantilemarine.gov.pk

Tel: +92 21 99263014-17.

15. LEGAL AND REGULATORY REFERENCES

15.1 National Legislation

- Merchant Shipping Ordinance (MSO) 2001, particularly Section 394
- United Nations Convention on the Law of the Sea (UNCLOS) - Articles 25 & 219

15.2 IMO Conventions

- International Convention for the Safety of Life at Sea (SOLAS) 1974 and Protocols 1988
- International Convention for the Prevention of Pollution from Ships (MARPOL) and all Annexes (I-VI)
- International Convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW) 1978
- International Convention on Load Lines (LL) 1966 and Protocol 1988
- International Convention on Tonnage Measurement of Ships (TONNAGE) 1969
- International Convention on the Control of Harmful Anti-fouling Systems on Ships (AFS) 2001
- International Convention for the Control and Management of Ships' Ballast Water and Sediments (BWM) 2004
- International Convention on Civil Liability for Bunker Oil Pollution Damage (BUNKERS) 2001
- Nairobi International Convention on the Removal of Wrecks (WRC) 2007

15.3 IMO Codes and Guidelines

- International Safety Management Code (ISM Code)
- International Ship and Port Facility Security Code (ISPS Code)
- International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code)
- International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC Code)
- International Maritime Solid Bulk Cargoes Code (IMSBC Code)
- International Maritime Dangerous Goods Code (IMDG Code)
- High-Speed Craft Code (HSC Code) 1994/2000
- International Code for Ships Operating in Polar Waters (Polar Code)
- International Code for Fire Safety Systems (FSS Code)
- NOx Technical Code 2008
- Enhanced Programme of Inspections during Surveys of Bulk Carriers and Oil Tankers, 2011 (2011 ESP Code)

15.4 IMO Resolutions and Circulars

- IMO Resolution A.1155(32) - Procedures for Port State Control, 2011
- IMO Resolution A.1185(33) - Non-detainable deficiencies reporting
- MEPC.346(78) - SEEMP requirements

- MEPC.350(78) - EEXI evaluation guidelines
- MEPC.348(78) - Fuel oil reporting requirements
- MEPC.320(74) - Sulphur content regulations
- MEPC.1/Circ.881 - Non-compliant fuel oil protocol
- MEPC.244(66) - Shipboard incinerator standards
- MSC.1/Circ.1490/Rev.1 - Life-saving appliances guidance
- BWM.2/Circ.42/Rev.2 - Ballast water sampling methods
- STCW.7/Circ.22 - Security and environmental training updates
- MEPC.220(63) - Garbage management plan requirements
- MEPC.1/Circ.408 - Sewage pollution prevention

APPENDIX 1

NEWLY EMPHASIZED ITEMS FOR PSC FOCUS

In accordance with IMO Resolution A.1185(33), 2nd January 2024

Priority Inspection Items

1. **Ship Energy Efficiency Management Plan (SEEMP) – MARPOL Annex VI regulation 22, MEPC.1/Circ.795**

    i. Recent amendments make SEEMP compliance crucial, including requirements for the Energy Efficiency Existing Ship Index (EEXI) and Carbon Intensity Indicator (CII)

2. **Ballast Water Management Plan (BWMP) – BWM 2004 regulation B-1; MEPC.127(53), as amended**

    i. Ballast water sampling and discharge standards have been updated, with a focus on compliance with the D-2 discharge standard

3. **Fuel Oil Changeover Procedure – MARPOL Annex VI regulation 14.6**

    i. Ensures vessels comply with the 0.50% sulphur content limit, a high-priority check for environmental compliance under MARPOL Annex VI

4. **Anti-Fouling System (AFS) Record – AFS 2001 annex 4 regulation 2**

    i. PSCOs emphasize compliance with anti-fouling standards to ensure no prohibited substances, such as organotin compounds, are present

5. **Bunker Delivery Notes and Representative Sample – MARPOL Annex VI regulations 18.6, 18.8.1**

    i. Bunker delivery notes verify that vessels are using compliant fuel; this is critical for monitoring compliance with sulphur limits

6. **Shipboard Oil Pollution Emergency Plan (SOPEP) – MARPOL Annex I regulation 37.1; MEPC.54(32), as amended by MEPC.86(44)**

    i. An essential part of the PSC focus to ensure ships have emergency response procedures for oil pollution, especially for high-risk routes

7. Complete Document Checklist

8. *In accordance with Resolution A.1185(33)*

9. Construction Drawings – SOLAS 1974 regulation II-1/3-7
10. Ship Construction File – SOLAS 1974 regulation II-1/3-10
11. Maneuvering Booklet and Information – SOLAS 1974 regulation II-1/28
12. Stability Information – SOLAS 1974 regulations II-1/5, II-1/5-1; LL 1966/LL PROT 1988 regulation 10
13. Subdivision and Stability Information – MARPOL Annex I regulation 28
14. Damage Control Plans and Booklets – SOLAS 1974 regulation II-1/19; MSC.1/Circ.1245, as amended
15. Ship Structure Access Manual – SOLAS 1974 regulation II-1/3-6
16. Enhanced Survey Report Files (Bulk Carriers/Oil Tankers) – SOLAS 1974 regulation XI-1/2; 2011 ESP Code
17. Cargo Securing Manual – SOLAS 1974 regulations VI/5.6, VII/5; MSC.1/Circ.1353/Rev.1
18. Bulk Carrier Booklet – SOLAS 1974 regulations VI/7.2, XII/8; BLU Code
19. Loading/Unloading Plan for Bulk Cargoes – SOLAS 1974 regulation VI/7.3
20. Cargo Information – SOLAS 1974 regulations VI/2, XII/10; MSC/Circ.663
21. Fire-Control Plan/Booklet – SOLAS 1974 regulations II-2/15.2.4, II-2/15.3.2
22. Fire Safety Operational Booklet – SOLAS 1974 regulation II-2/16.2
23. Fire Safety Training Manual – SOLAS 1974 regulation II-2/15.2.3
24. Training Manual – SOLAS 1974 regulation III/35
25. Onboard Training, Drills, and Maintenance Records – SOLAS 1974 regulations II-2/15.2.2.5, III/19.3, III/19.5, III/20.6, III/20.7
26. Plans and Procedures for Recovery of Persons from Water – SOLAS 1974 regulation III/17-1; MSC.346(91), MSC.1/Circ.1447
27. Decision Support System for Masters (Passenger Ships) – SOLAS 1974 regulation III/29
28. International Code of Signals and IAMSAR Manual Volume III – SOLAS 1974 regulation V/21
29. Records of Navigational Activities – SOLAS 1974 regulations V/26, V/28.1
30. Ship Security Plan and Associated Records – SOLAS 1974 regulation XI-2/9; ISPS Code parts A/9, A/10
31. Engine International Air Pollution Prevention Certificate (EIAPP) – NOx Technical Code 2008, paragraph 2.1.1.1
32. EEDI Technical File – MARPOL Annex VI regulation 20
33. Technical Files – NOx Technical Code 2008, paragraph 2.3.4
34. Record Book of Engine Parameters – NOx Technical Code paragraph 2.3.7
35. Type Approval Certificate of Incinerator – MARPOL Annex VI regulation 16.6
36. Incinerator Operating Manual – MARPOL Annex VI regulation 16.7
37. Fuel Oil Changeover Procedure – MARPOL Annex VI regulation 14.6
38. Bunker Delivery Notes and Representative Sample – MARPOL Annex VI regulations 18.6, 18.8.1
39. Shipboard Oil Pollution Emergency Plan (SOPEP) – MARPOL Annex I regulation 37.1; MEPC.54(32), as amended by MEPC.86(44)
40. Shipboard Marine Pollution Emergency Plan for Noxious Liquid Substances – MARPOL Annex II regulation 17
41. Ship Energy Efficiency Management Plan (SEEMP) – MARPOL Annex VI regulation 22; MEPC.1/Circ.795
42. STS Operation Plan and Records – MARPOL Annex I regulation 41
43. Procedures and Arrangements Manual (Chemical Tankers) – MARPOL Annex II regulation 14.1; MEPC.18(22), MEPC.62(35)
44. VOC Management Plan – MARPOL Annex VI regulation 15.6
45. Ballast Water Management Plan (BWMP) – BWM 2004 regulation B-1; MEPC.127(53), as amended

46. LRIT Conformance Test Report – SOLAS 1974 regulation V/19-1.6; MSC.1/Circ.1307
47. VDR Compliance Certificate – SOLAS 1974 regulation V/18.8
48. AIS Test Report – SOLAS 1974 regulation V/18.9; MSC.1/Circ.1252
49. Noise Survey Report – SOLAS 1974 regulation II-1/3-12
50. Oil Discharge Monitoring and Control (ODMC) Operational Manual – MARPOL Annex I regulation 31; A.496(XII), A.586(14); MEPC.24(22), MEPC.240(65)
51. Crude Oil Washing Operation and Equipment Manual – MARPOL Annex I regulation 35; MEPC.81(43)
52. Material Safety Data Sheets (MSDS) – SOLAS 1974 regulation VI/5-1; MSC.286(86)
53. Record of Anti-Fouling System (AFS) – AFS 2001 annex 4 regulation 2
54. Coating Technical File – SOLAS 1974 regulation II-1/3-2
55. Maintenance Plans – SOLAS 1974 regulations II-2/14.2.2, II-2/14.3, II-2/14.4

APPENDIX 2 PORT STATE CONTROL INSPECTION REPORT (FORM A)

Purpose:

This form shall be completed for all PSC inspections and provided to the Master upon completion of inspection.

Form Contents:

- Reporting Authority details (Mercantile Marine Department contact information)
- Vessel Particulars (18 fields including name, flag, IMO No, tonnage, classification)
- Certificate Verification Checklist (31 certificates with issue/expiry dates)
- Code Compliance Checks (IMSBC, IBC, HSC, IGC codes)
- Additional Safety and Compliance Checks
- Inspection Conclusion (deficiencies, detention status, penalties)
- PSCO Certification and Signature

COMPLETE FORM TEMPLATE

The complete Form A template with all fields, tables, and formatting is available in the PSC Guidance Notes (Appendix 2, Pages 3-6) issued by the Directorate General of Ports & Shipping.

Distribution:

Original: Master of the vessel
Copy: Head Office / PSCO file
If Detained: Copy to Flag State / IMO / Vessel operators

Retention Period:

This report must be retained on board the vessel for a period of two years and must be available for consultation by Port State Control Officers at all times.

APPENDIX 3
REPORT OF INSPECTION - DEFICIENCIES (FORM B)

Purpose:

This form shall be used to report all deficiencies found during PSC inspection in accordance with IMO Port State Control Procedures (Resolution A.1155(32)).

Form Contents:

- Reporting Authority details
- Vessel identification (name, IMO No, flag, port of registry)
- Date and place of inspection
- Detailed deficiency table (defect description, nature of deficiency, applicable convention, action taken)
- PSCO certification and Master's acknowledgement

COMPLETE FORM TEMPLATE

The complete Form B template with all fields and deficiency reporting table is available in the PSC Guidance Notes (Appendix 3, Page 7) issued by the Directorate General of Ports & Shipping.

Important Note:

This inspection was not a full survey and deficiencies listed may not be exhaustive. In the event of detention, it is recommended that a full survey is carried out and all deficiencies are rectified before a request for re-inspection is made.

APPENDIX 4
REPORT OF DEFICIENCIES NOT FULLY RECTIFIED (FORM C)

Legal Basis:

In accordance with paragraph 3.7.3 of Procedures for Port State Control (Resolution A.1155(32))

Purpose:

This form shall be used when deficiencies have not been fully rectified or have been only provisionally rectified.

Distribution:

- Maritime authority of next port of call
- Flag Administration
- Other certifying authority as appropriate

COMPLETE FORM TEMPLATE

The complete Form C template is available in the PSC Guidance Notes (Appendix 4, Page 8) issued by the Directorate General of Ports & Shipping.

APPENDIX 5
REPORT OF ACTION TAKEN (FORM D)

Legal Basis:

A.1155(32))

Purpose:

This form shall be used to report back to the notifying authority on actions taken regarding deficiencies reported via Form C.

COMPLETE FORM TEMPLATE

The complete Form D template is available in the PSC Guidance Notes (Appendix 5, Page 9) issued by the Directorate General of Ports & Shipping.

APPENDIX 6
FORMAT FOR REPORT OF CONTRAVENTION OF MARPOL (FORM E)

Legal Basis:

Article 6 Procedures for Port State Control (Resolution A.1155(32))

Purpose:

This form shall be completed when there is evidence of contravention of MARPOL discharge provisions.

Required Supporting Documentation:

91. Statement by the observer of the pollution
92. Information confirming no other possible pollution sources
93. Statements concerning sampling procedures (location, time, identity of persons)
94. Reports of analyses of samples with methodology documentation
95. Statement by the PSCO on board
96. Statements by persons questioned and witnesses
97. Photographs of the pollution slick
98. Copies of relevant pages of Oil/Cargo Record Books, logbooks, discharge recordings

COMPLETE FORM TEMPLATE

The complete Form E template is available in the PSC Guidance Notes (Appendix 6, Page 10) issued by the Directorate General of Ports & Shipping.

APPENDIX 7 COMMENTS BY FLAG STATE ON DETENTION REPORT (FORM F)

Purpose:

This form shall be used by Flag States to provide comments and feedback on detention reports issued by Pakistan Port State Control Authority.

COMPLETE FORM TEMPLATE

The complete Form F template is available in the PSC Guidance Notes (Appendix 7, Page 11) issued by the Directorate General of Ports & Shipping.

APPENDIX 8 DETENTION ORDER (FORM G)

Purpose:

This form shall be issued when a vessel is detained in accordance with Section 5 of Resolution A.1155(32) due to deficiencies that are clearly hazardous to safety, health, or the environment.

Key Elements:

- PSCO name and authorization by DG Port & Shipping
- Date and time of detention
- Vessel particulars (name, flag, IMO No, classification, etc.)
- Statement that deficiencies are hazardous
- Reference to Forms A & B (inspection reports)
- Prohibition from shifting berth or proceeding to sea without release notice

COMPLETE FORM TEMPLATE

The complete Form G template is available in the PSC Guidance Notes (Appendix 8, Page 12) issued by the Directorate General of Ports & Shipping.

APPENDIX 9 RELEASE ORDER (FORM H)

Purpose:

This form shall be issued when a detained vessel has rectified all deficiencies and has been cleared for departure following successful re-inspection.

Key Elements:

- Confirmation of re-inspection by authorized PSCO
- Berth and port details
- Date and time of release
- Vessel particulars
- Reference to attached inspection reports (Forms A & B)
- Signature of Principal Officer, Mercantile Marine Department

COMPLETE FORM TEMPLATE

The complete Form H template is available in the PSC Guidance Notes (Appendix 9, Page 13) issued by the Directorate General of Ports & Shipping.

APPENDIX 10
GUIDANCE ON SPECIFIC INSPECTION ACTIVITIES

Introduction

This appendix provides detailed guidance on specific inspection activities with respect to the assessment of compliance with operational requirements in relation to day-to-day activities.

1.1 Bridge Operation

The PSCO may determine if officers in charge of a navigational watch are familiar with:

- Bridge control and navigational equipment
- Changing the steering mode from automatic to manual and vice versa
- The ship's maneuvering characteristics

All officers in charge of a navigational watch should have knowledge of the location and operation of all safety and navigational equipment. Moreover, this officer(s) should be familiar with procedures which apply to the navigation of the ship in all circumstances and should be aware of all information available.

The PSCO may verify the familiarity of the officers with all the information available to them such as:

- Maneuvering characteristics of the ship
- Life-saving signals
- Up-to-date nautical publications
- Checklists concerning bridge procedures
- Instructions and manuals

High-Speed Craft Considerations: The Permit to Operate High-Speed Craft (HSC) includes limitations of the maximum significant wave height (and wind force for hovercraft) within which the craft may operate. PSCOs may verify by the logbook and weather records whether these limitations have been respected.

The PSCO may verify the familiarity of the officers with procedures such as:

- Periodic tests and checks of equipment
- Preparations for arrival and departure
- Changeover of steering modes
- Signalling and communications
- Alarm system and maneuvering
- Emergency procedures
- Logbook entries

1.2 Cargo Operation

The PSCO may determine if ship's personnel assigned to specific duties related to the cargo and cargo equipment are familiar with those duties, any dangers posed by the cargo and with the measures to be taken in such a context. This will require the availability of all relevant cargo information as required by SOLAS 1974 regulation VI/2.

Solid Bulk Cargoes: With respect to the carriage of solid bulk cargoes, the PSCO should verify that cargo loading is performed in accordance with a ship's loading plan and unloading in accordance with a ship's unloading plan agreed by the ship and the terminal.

The PSCO may determine whether the responsible crew members are familiar with the relevant provisions of the International Maritime Solid Bulk Cargoes Code (IMSBC Code), particularly those concerning:

- Moisture limits and trimming of the cargo
- Code of Safe Practice for Ships Carrying Timber Deck Cargoes (2011 TDC Code)
- Code of Safe Practice for Cargo Stowage and Securing (CSS Code)

Hazardous Bulk Materials: Some solid materials transported in bulk can present a hazard during transport because of their chemical nature or physical properties. Section 2 of the IMSBC Code gives general precautions. The PSCO may determine whether all relevant details, including all relevant certificates of tests, have been provided to the master by the shipper.

Special Precautions: For cargoes subject to liquefaction, the PSCO may determine whether all precautions are met with special attention to the stability of those ships engaged in the transport of cargoes subject to liquefaction and solid hazardous waste in bulk.

Tanker Operations: Officers responsible for cargo handling and operation and key crew members of oil tankers, chemical tankers and liquefied gas carriers should be familiar with the cargo and cargo equipment and with the safety measures as stipulated in the relevant sections of the IBC and IGC Codes.

Grain Carriage: For the carriage of grain in bulk, reference is made to part C of chapter VI of SOLAS 1974 and the mandatory International Code for the Safe Carriage of Grain in Bulk (Grain Code).

The PSCO may determine whether the operations and loading manuals include all the relevant information for safe loading and unloading operations in port as well as in transit conditions.

1.3 Operation of Machinery

The PSCO may determine if responsible ship's personnel are familiar with their duties related to operating essential machinery, such as:

- Emergency and standby sources of electrical power
- Auxiliary steering gear
- Bilge and fire pumps
- Any other equipment essential in emergency situations

Emergency Generator Verification:

- Actions necessary before the engine can be started
- Different possibilities to start the engine in combination with the source of starting energy
- Procedures when the first attempts to start the engine fail

Standby Generator Engine:

- Possibilities to start the standby engine, automatic or by hand
- Blackout procedures
- Load-sharing system

Auxiliary Steering Gear:

- Type of auxiliary steering gear system applicable to the ship
- Indication of which steering gear unit is in operation
- Action needed to bring the auxiliary steering gear into operation

Bilge and Fire Pumps:

- Number and location of bilge pumps installed (including emergency bilge pumps)
- Starting procedures for all pumps
- Appropriate valves to operate
- Most likely causes of failure and their possible remedies

Additional Equipment Familiarity:

- Starting and maintenance of lifeboat engine and/or rescue boat engine
- Local control procedures for systems normally controlled from the navigating bridge
- Use of emergency and fully independent sources of electrical power of radio installations
- Maintenance procedures for batteries
- Emergency stops, fire detection system and alarm system operation
- Operation of watertight and fire doors (stored energy systems)
- Change of control from automatic to manual for cooling water and lube oil systems

1.4 Manuals, Instructions and Documentation

The PSCO may determine if the appropriate crew members are able to understand the information given in manuals, instructions, etc. relevant to the safe condition and operation of the ship and its equipment, and if they are aware of the requirements for maintenance, periodic testing, training, drills and recording of logbook entries.

The following information should be provided on board in a language or languages understood by the crew:

- Instructions concerning maintenance and operation of fire-fighting equipment
- Clear instructions for emergency procedures for every person on board
- Illustrations and instructions in passenger cabins regarding muster stations and emergency actions
- Posters and signs on survival craft and launching controls
- Instructions for onboard maintenance of life-saving appliances
- Training manuals in crew mess rooms and recreation rooms
- SOPEP or SMPEP as applicable
- Stability booklet, associated stability plans, and stability information

1.5 Oil and Oily Mixtures from Machinery Spaces

The PSCO may determine if all operational requirements of MARPOL Annex I have been met, taking into account:

- The quantity of oil residues generated
- The capacity of the sludge and bilge water holding tank
- The capacity of the oily-water separator

An inspection of the Oil Record Book (ORB) should be made. The PSCO may determine if reception facilities have been used and note any alleged inadequacy of such facilities.

The PSCO should verify that the ullage of the sludge tank is sufficient for the expected generated sludge during the next intended voyage.

When reception facilities in other ports have not been used because of inadequacy, the PSCO should advise the master to report the inadequacy to the ship's flag State, in conformity with MEPC.1/Circ.834/Rev.1.

1.6 Loading, Unloading and Cleaning Procedures for Cargo Spaces of Tankers

The PSCO may determine if all operational requirements of MARPOL Annexes I or II have been met, taking into account the type of tanker and the type of cargo carried, including inspection of the ORB and/or Cargo Record Book (CRB).

The PSCO may determine if reception facilities have been used and note any alleged inadequacy of such facilities.

When a ship is permitted to proceed to the next port with residues of noxious liquid substances on board in excess of those permitted to be discharged into the sea, it should be ascertained that the residues can be received by that port.

The Garbage Record Book may be presented in an electronic format. A declaration from the Administration should be viewed in order to accept this electronic record book.

1.7 Dangerous Goods and Harmful Substances in Packaged Form

The PSCO may determine if the required shipping documents for the carriage of dangerous goods and harmful substances in packaged form are provided on board and whether:

- Dangerous goods are properly stowed and segregated
- Crew members are familiar with essential actions in emergencies involving such cargo

A Document of Compliance is required for ships carrying dangerous goods. The PSCO should verify that dangerous goods have been stowed in conformity with this document using the dangerous goods manifest or stowage plan.

The PSCO may determine whether ship's personnel are familiar with the relevant provisions of the Medical First Aid Guide and Emergency Procedures for Ships Carrying Dangerous Goods.

MARPOL Annex III contains requirements for the carriage of harmful substances in packaged form which are identified in the IMDG Code as marine pollutants.

1.8 Garbage Management

The PSCO may determine if all operational requirements of MARPOL Annex V have been met. The 2017 Guidelines for the implementation of MARPOL Annex V (resolution MEPC.295(71)) assist ship operators in complying with requirements.

The PSCO may determine whether:

- Ship's personnel are aware of the Guidelines, particularly section 2 on Garbage management
- Ship's personnel are familiar with disposal and discharge requirements inside and outside special areas
- Personnel are aware of areas determined as special areas under MARPOL Annex V

1.9 Sewage Management

The PSCO may determine:

- If all operational requirements of MARPOL Annex IV have been met
- That appropriate personnel are familiar with correct operation of sewage treatment systems
- That personnel are familiar with discharge requirements of regulation 11 of MARPOL Annex IV

1.10 Air Pollution Prevention

The PSCO may determine whether the master or crew is familiar with:

- Procedures to prevent emissions of ozone-depleting substances and sulphur
- Proper operation and maintenance of diesel engines in accordance with Technical Files
- Fuel changeover procedures for SOx emission control areas
- Garbage screening to ensure prohibited garbage is not incinerated
- Operation of shipboard incinerator as required by regulations
- Bunker delivery procedures including notes and retained samples

2. ASSESSMENT OF PREPAREDNESS FOR EMERGENCIES AND DRILLS

2.1 Muster List

The PSCO may determine if crew members are aware of their duties indicated in the muster list by asking relevant questions prior to or during drills.

The PSCO should verify that muster lists are exhibited in conspicuous places throughout the ship, including the navigational bridge, engine-room and crew accommodation spaces.

The PSCO may verify whether:

- The muster list shows duties assigned to different crew members
- Officers are assigned to ensure life-saving and fire appliances are maintained
- Substitutes for key persons are specified
- Duties assigned to crew in relation to passengers are shown
- The format is in required languages (flag State and English)

2.2 Communication During Drills

The PSCO may determine if key crew members are able to communicate with each other and with passengers in a way that does not impair the safe operation of the ship, especially in emergency situations.

Key crew members include:

- Bridge team including GMDSS operators
- Fire parties
- Damage control parties
- Boat preparation parties
- Passenger muster personnel (on passenger ships)

2.3 Search and Rescue Plan

For passenger ships, the PSCO may verify that there is on board an approved plan for cooperation with appropriate search and rescue services in the event of an emergency.

2.4 Fire and Abandon Ship Drills

The PSCO witnessing drills should ensure that crew members are familiar with their duties and the proper use of the ship's installations and equipment.

Main points for the PSCO to be satisfied:

99. Can the crew organize themselves into an effective team to tackle an emergency?
100. Can the crew communicate effectively?
101. Is the master in control and is information flowing to/from the command center?
102. Can the crew safely abandon the ship if the situation gets out of hand?

Important Considerations:

- Clearly explain to the master what is required and expected during the drill
- PSCOs should not be intimidating, not interfere during drills nor offer advice
- Stand back and observe only, making appropriate notes

- The PSCO's role is to witness, not to teach or train
- Drills should be carried out at a safe speed (not real-time)
- Drills should be stopped if unsafe practices are observed or if there is a real emergency

2.5 Fire Drills

The PSCO may witness a fire drill carried out by the crew assigned to these duties on the muster list. After consultation with the master, one or more specific locations may be selected for a simulated fire.

A crew member may be sent to the location(s) to activate a fire alarm system or use other means to give the alarm. The drill should demonstrate the crew's ability to respond effectively to fire emergencies.

2.5.1 Fire Drill Observation Points

At the location the PSCO can describe the fire indication to the crew member and observe how the report of fire is relayed to the bridge or damage control center. The PSCO should observe:

- The fire-fighting party arriving on scene and breaking out equipment
- Team leaders giving orders and passing information to bridge/control center
- Proper donning and use of equipment
- Completeness of all gear
- Response to simulated personnel injuries and stretcher team operations

Note: Merely mustering the crew with their gear is not acceptable.

2.5.2 Supporting Crew Duties

The drill should, as far as practicable, be conducted as if there were an actual emergency. Crew members assigned to other duties should be involved:

- Manning of emergency generators
- CO2 room operations
- Sprinkler and emergency fire pump operations

2.5.3 Passenger Ship Considerations

On passenger ships, special attention should be paid to:

- Duties of crew assigned to closing manually operated doors and fire dampers
- Crew members assisting in passenger evacuation
- Understanding of emergency signals and escape routes
- Ability to communicate with passengers regarding muster and embarkation stations

2.6 Abandon Ship Drills

After consultation with the master, the PSCO may require an abandon ship drill for one or more survival craft. The essence of this drill is that survival craft are manned and operated by crew members assigned to them on the muster list.

The drill should, as far as practicable, be conducted as if there were an actual emergency and should include:

103. Summoning crew and passengers to muster stations with required alarm
104. Reporting to stations and preparing for duties described in muster list
105. Checking that crew and passengers are suitably dressed
106. Checking that lifejackets are correctly donned
107. Lowering at least one lifeboat after necessary preparation for launching
108. Starting and operating the lifeboat engine
109. Operating the davits used for launching liferafts
110. Conducting mock search and rescue of passengers trapped in staterooms (if applicable)
111. Giving instructions in use of radio life-saving appliances
112. Testing emergency lighting and low location lights for mustering and abandonment
113. If fitted with marine evacuation systems, exercising deployment procedures up to point immediately preceding actual deployment

Important Note: The number of persons inside lifeboats during launching should be at the master's discretion. SOLAS 1974 does not require persons in the lifeboat during lowering and recovery to reduce accident risk.

Each survival craft should be stowed in a state of continuous readiness so that two crew members can carry out preparations for embarking and launching in less than five minutes.

2.7 Enclosed Space Entry and Rescue Drills

After consultation with the master, the PSCO may require an enclosed space entry and rescue drill to confirm that crew members are familiar with procedures to enter an enclosed space and rescue personnel safely.

The drill should include:

- Checking and use of personal protective equipment required for entry
- Checking and use of communication equipment and procedures
- Checking and use of instruments for measuring atmosphere in enclosed spaces
- Checking and use of rescue equipment and procedures
- Instructions in first aid and resuscitation techniques

2.8 Emergency Steering Drills

After consultation with the master, the PSCO may require an emergency steering drill to confirm crew members are familiar with emergency steering procedures.

The drill should include:

- Direct control within the steering gear compartment
- Communication procedure with the navigational bridge
- Operation of alternative power supplies where applicable

2.9 Damage Control Plan and Shipboard Oil Pollution Emergency Plan

The PSCO may determine if a damage control plan is provided on a passenger ship and whether crew members are familiar with their duties and proper use of ship's installations and equipment for damage control purposes. The same applies with regard to SOPEP on all ships and SMPEP where applicable.

The PSCO may verify that officers are aware of:

- Contents of the damage control booklet or plan
- Actions to be taken in various damage conditions
- Boundaries of watertight compartments and openings with closure means
- Arrangements for correction of list due to flooding
- Effect of trim and stability in event of damage and flooding
- Countermeasures to be taken

2.10 Fire-Control Plan

The PSCO may determine if a fire-control plan or booklet is provided, whether crew members are familiar with the information given, and whether, for tankers, crew members are familiar with the approved stability instrument.

The PSCO should verify that fire-control plans are permanently exhibited for the guidance of ship's officers. Alternatively, booklets may be supplied to each officer with one copy always available on board. Plans and booklets should be kept up to date.

The PSCO should ensure that officers in charge are familiar with:

- Information provided by the fire-control plan or booklet
- How to act in case of a fire
- Principal structural members forming various fire sections
- Means of access to different compartments

APPENDIX 11
GUIDELINES FOR PORT STATE CONTROL OFFICERS ON THE ISM CODE

1. General

The International Safety Management Code (ISM Code) was adopted by resolution A.741(18) and amended by resolutions MSC.104(73), MSC.179(79), MSC.195(80), MSC.273(85) and MSC.353(92). The ISM Code has been made mandatory through SOLAS 1974 regulation IX/3.

The Administration is responsible for verifying compliance with ISM Code requirements and issuing Documents of Compliance to companies and Safety Management Certificates to ships.

Important: PSCOs do not perform safety management audits. ISM auditing is the responsibility of the flag State and the company. PSCOs conduct inspections of ships, which are a sampling process giving a snapshot of the vessel on a particular day.

2. Goals and Purpose

These guidelines provide guidance to PSCOs for harmonized application of related technical or operational deficiencies found in relation to the ISM Code during PSC inspection.

3. Applications

The ISM Code applies to the following types of ships engaged in international voyages:

- All passenger ships including passenger high-speed craft
- Oil tankers, chemical tankers, gas carriers, bulk carriers and cargo high-speed craft of 500 gross tonnage and above
- Other cargo ships and self-propelled mobile offshore drilling units (MODUs) of 500 gross tonnage and above

Note: The ISM Code does not apply to government-operated ships used for non-commercial purposes.

4. Inspections of Ships

4.1 Initial Inspection

During initial PSC inspection, the PSCO should verify that the ship carries ISM certificates by examining the copy of the DOC and the SMC:

- Copy of DOC should be on board (not required to be authenticated or certified)
- SMC is not valid unless operating company holds valid DOC for that ship type
- Ship type in SMC should be included in DOC
- Company particulars should be same on both DOC and SMC
- Interim DOC validity should not exceed 12 months
- Interim SMC validity should not exceed 6 months

4.2 More Detailed Inspection

If more detailed inspection for technical or operational deficiencies is carried out, any deficiencies found should be individually or collectively considered by the PSCO to indicate either:

114. These do not show failure or lack of effectiveness of ISM Code implementation; or
115. There is a failure or lack of effectiveness of ISM Code implementation

5. Follow-Up Action

5.1 Technical, Operational and ISM Code Deficiencies

If there are technical or operational deficiencies reported:

- Which do not show ISM failure: no ISM deficiency should be reported
- With at least one non-detainable deficiency indicating ISM failure: report non-detainable ISM deficiency with corrective action within 3 months
- Which collectively warrant detention indicating serious ISM failure: ISM deficiency with requirement for safety management audit by Administration or RO before release
- With at least one detainable deficiency indicating serious ISM failure: detainable ISM deficiency with requirement for safety management audit before release

5.2 Deficiencies Warranting Detention

The following deficiencies may warrant detention:

116. Deficiencies providing objective evidence of serious failure of ISM Code implementation
117. No SMC, Interim SMC and/or copy of DOC or Interim DOC on board
118. No valid SMC or Interim SMC on board
119. SMC intermediate verification is overdue
120. SMC has expired without objective evidence of extension or withdrawn by Administration
121. DOC or Interim DOC has expired or been withdrawn
122. Ship type on SMC or Interim SMC is not listed on DOC or Interim DOC
123. Evidence of DOC annual verification not available on board
124. Certificate number on copy of DOC and endorsement pages are not the same
125. Company name, address or issuing authority on DOC differs from SMC

APPENDIX 12 GUIDELINES FOR PORT STATE CONTROL RELATED TO LRIT

1. Purpose

These guidelines provide basic guidance to PSCOs to verify compliance with SOLAS 1974 requirements for Long-Range Identification and Tracking (LRIT).

2. Applications

LRIT equipment is required by SOLAS 1974 regulation V/19-1 for all passenger ships, cargo ships (including high-speed craft) over 300 gross tonnage and mobile offshore drilling units (MODUs) to send LRIT position information at least every six hours.

Exception: Ships fitted with AIS and operated exclusively within sea area A1 are not required to comply with LRIT.

3. Inspections

Initial inspection should verify:

- Record of Equipment (Form E, P or C) indicates LRIT as required
- Designated LRIT terminal is switched on
- Valid conformance test report is on board

3.1 Deficiencies Warranting Detention

- Absence of valid LRIT conformance test report
- Master or responsible officer not familiar with essential LRIT operational procedures

Note: Ships should not be detained if LRIT installation works but shoreside installation cannot receive, relay or process information.

APPENDIX 13 GUIDELINES FOR PORT STATE CONTROL UNDER TONNAGE 1969

1. Application

The International Convention on Tonnage Measurement of Ships, 1969 (TONNAGE 1969), which came into force on 18 July 1982, applies to:

- New ships (keels laid on or after 18 July 1982)
- Existing ships (keels laid before 18 July 1982) as from 18 July 1994

2. PSCO Actions for Deficiencies

126. If ship does not hold valid International Tonnage Certificate, inform flag State without delay
127. If required remarks and footnote not included in relevant certificates for interim scheme ships, notify the master
128. If main characteristics differ from those on certificate leading to increase in gross or net tonnage, inform flag State without delay

Note: Control provisions of article 12 of TONNAGE 1969 do not include provision for detention of a ship holding valid International Tonnage Certificate.

APPENDIX 14 GUIDELINES ON CERTIFICATION OF SEAFARERS, MANNING AND HOURS OF REST

1. General

These guidelines provide guidance for harmonized approach to PSC inspections in compliance with SOLAS 1974 regulation V/14 (manning) and STCW 1978 regulation I/2 (seafarer certification) and chapter VIII (hours of rest).

2. Applications

SOLAS 1974 regulation V/14.2 applies to ships covered by chapter I of SOLAS 1974. STCW 1978 applies to seafarers serving on board seagoing ships.

All passenger ships regardless of size and all other ships of 500 gross tonnage or more shall have a minimum safe manning document or equivalent on board issued by the flag State.

3. Required Documentation

Seafarer Certification:

- Certificate of Competency
- Certificate of Proficiency
- Endorsement attesting recognition of certificate (flag State endorsement)
- Documentary evidence (passenger ships only)
- Medical certificate

Manning:

- Minimum safe manning document
- Muster list

Hours of Rest:

- Table of ship working arrangements and/or watch schedule
- Records of daily hours of rest

4. Inspection Procedures

4.1 Initial Inspection - Certificates

The PSCO should verify that seafarers hold appropriate certificates, endorsements and valid dispensation or documentary proof that application for endorsement has been submitted to flag State Administration.

Key Points:

- Certificates must be in Roman characters and Arabic figures
- Certificates and endorsements must each have unique number
- Endorsements must include date of expiry (not exceeding 5 years)
- Seafarers must have original CoC and original endorsements on board
- Endorsement should not entitle seafarer to serve in higher capacity than original CoC

4.2 Manning Verification

Guiding principles for port State control of manning:

129. Verify numbers and certificates of seafarers conform to safe manning requirements of flag State
130. Verify vessel and personnel conform to SOLAS 1974 and STCW 1978 provisions

If ship is manned according to MSMD issued by flag State, PSCO should accept ship is safely manned unless document clearly issued without regard to relevant principles.

4.3 Hours of Rest Requirements

All persons assigned duty as officer in charge of watch or as rating forming part of watch shall be provided with rest period of not less than:

- Minimum of 10 hours rest in any 24-hour period
- 77 hours in any seven-day period

Hours of rest may be divided into no more than two periods, one of which shall be at least 6 hours in length, and intervals between consecutive periods shall not exceed 14 hours.

The PSCO should:

- Examine watch schedule and records of daily hours of rest
- Verify watch schedule is posted and in working language(s) plus English
- Consider seafarers on call must be provided compensatory rest if normal period disturbed
- Take into account emergency conditions requiring additional work hours

5. Deficiencies That May Warrant Detention

Ship-Related:

- MSMD or equivalent not presented
- Records of daily hours of rest not on board

Seafarer Documentation:

- Certificate of Competency not available or serious discrepancy
- Absence in watch of qualified radio operator
- Documentation for personnel with designated safety/security duties not available
- Expired certificates
- Evidence of fraudulently obtained certificate
- Failure to comply with applicable safe manning requirements
- Inability to provide sufficiently rested persons for first watch and subsequent relieving watches

6. Actions to be Considered

Before detaining a ship, the PSCO should consider:

- Length and nature of intended voyage or service
- Whether deficiency poses danger to ship, persons or environment
- Whether appropriate rest periods can be observed
- Size and type of ship and equipment provided
- Nature of cargo

The port State should consult flag State when manning is not in accordance with MSMD and no endorsements or documentary proof can be presented.

--- END OF POLICY ---

This policy shall be reviewed and updated periodically to ensure alignment with international maritime conventions, IMO guidelines, and best practices.