

QUESTIONNAIRE CIC ON ISM IMPLEMENTATION 2007

Name of vessel :

IMO Number

Part A – Before physical inspection

	A	B	N/A
1. Is the Safety Management documentation on board? (Certificates, Manuals) (2555)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there evidence that the Master has carried out the review of the SMS? (2525)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Can senior officers identify the “designated person” responsible for the operation of the ship and the means to contact that person? (2540)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Have the procedures for establishing and maintaining contact with shore management in an emergency been tested? (2540)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Have the procedures to report non-conformities, accidents and hazardous occurrences been followed? (2545)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the ship’s SMS have a maintenance routine which includes the testing of stand by equipment and critical equipments/systems and are records available? (2550)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part B – After physical inspection / practical demonstrations

7. Is relevant documentation regarding the SMS in a working language or languages understood by the ship’s personnel? (2530)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are programmes for drills and exercises to prepare for emergency actions available on board and are records available? (2540)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is there evidence of an effective maintenance system? (2550)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are introduction/familiarization procedures for crew members carried out in accordance with documented procedures? (2530)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Are the crew members able to communicate effectively in the execution of their duties related to the SMS? (2530)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Is there evidence of repetitive deficiencies from previous PSC Inspections? (2545)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A= Satisfactory

B= Unsatisfactory

N/A= Not Applicable

Note: If “B” is ticked off and in conjunction with reference to the information after each explanatory note of the attached guidelines the ship may be considered for detention. The detail of any detention should be appropriately entered on the PSC Report Forms.

ADDITIONAL INSTRUCTIONS

1. The first campaigns were mainly carried out to verify if a SMS was established on board – purpose with the campaign 2007 is to verify the effective implementation of the Safety Management System on board.
2. The campaign will only be applicable to ships covered by SOLAS Ch. IX. See PSC-instruction 39/2006/01 for further guidance.
3. The questionnaire is divided in two parts. The first is to be completed when examining certificates and Safety Management documents, which includes records of different activities. To complete Part A some questions will be asked to the Master and senior officers.
4. Explanatory notes are attached to all questions.
5. Further guidance may found in the PSC-instruction 39/2006/01.
6. Part B shall be completed after the full inspection of the ship. The PSCO will need to ask questions to crew members to verify the effective implementation of the SMS. There may be a need for a practical demonstration / operational control.
7. A more detailed inspection shall be carried out if clear grounds are established. This shall be performed in accordance with guidance in the PSC-instruction 39/2006/01.
8. An unsatisfactory answer in the questionnaire will not automatically be equal to a detention but the PSCO may consider it.
9. The column “N/A” shall be used when the question cannot be answered.
10. Reporting in SIRENAC should be in accordance with normal procedures for a CIC in the prepared module.
11. The correct deficiency code is presented after each question.
12. The questionnaire shall be used at every inspection during the CIC.