



## Pre-Arrival PSC Checklist

港口國管制檢查表(到港前使用)



## A. Master's Office 船長辦公室

Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
<b>1. Documentation 文件</b>				
<input type="checkbox"/> Continuous Synopsis Record (連續概要紀錄)		<input type="checkbox"/> Ship type appropriate for the cargo (本船型適合裝載本次貨物)		
<input type="checkbox"/> Documented Safety Management System (安全管理系統文件)		<input type="checkbox"/> Annual test report of 406 EPIRB/VDR/AIS (年度測試報告)		
<input type="checkbox"/> Approved stability information (經認可之穩度資訊)		<input type="checkbox"/> LRIT conformance test report (LRIT 符合測試報告)		
<input type="checkbox"/> Civil Liability Insurance Certificate (Bunkers pollution/oil pollution) (民事責任保險證書)		<input type="checkbox"/> Shore based radio equipment maintenance agreement (岸上無線電設備維護合約)		
<input type="checkbox"/> Enhanced survey report (加強檢驗報告)		<input type="checkbox"/> Garbage management plan/record book (垃圾管理計畫及紀錄簿)		
<input type="checkbox"/> Appropriate cargo documentation (貨物資訊)		<input type="checkbox"/> Oil Record Book (油料紀錄簿)		
<input type="checkbox"/> Appropriate cargo publications (載運該貨物之相關出版物)		<input type="checkbox"/> Cargo Gear Record Book (貨物裝卸設備紀錄簿)		
<input type="checkbox"/> SOPEP / SMPEP / SEEMP (油污應急計畫/海洋污染應急計畫/能效管理計畫)		<input type="checkbox"/> Official log book entries, records of drills etc. (航海日誌、操演紀錄等)		
<input type="checkbox"/> Cargo Record Book (NLS Ships) (有毒液體物質船貨物紀錄簿)		<input type="checkbox"/> Survey report file (檢驗報告)		
<input type="checkbox"/> Document of Authorization (Grain) (穀物授權文件)		<input type="checkbox"/> Cargo securing manual (貨物繫固手冊)		
<input type="checkbox"/> Document of Compliance (Dangerous Goods) (裝載危險品符合文件)				
<input type="checkbox"/> P&A Manual (Chemical Tankers) (化學船程序及布置手冊)		<input type="checkbox"/> REEFVTS Users Guide (Australia)		
<input type="checkbox"/> P&I Insurance (Certificate of Entry) (P&I 保險文件)		<input type="checkbox"/> MASTREP and Australian Mandatory Reporting Guide (AMSA Marine Order 63, Australia)		
<input type="checkbox"/> Last PSC report (PSC 檢查報告)		<input type="checkbox"/> Personnel on board meets the requirements of MSMC (船上人員符合最低安全配額證書之要求)		
<input type="checkbox"/> SMS on board address cyber risk management (船舶安全管理系統著重網路風險管理)		<input type="checkbox"/> CSO and DPA contact details (公司保全員及岸上指定人員之聯絡資訊)		
<input type="checkbox"/> Risk assessment record (風險評估紀錄)				
<input type="checkbox"/> ISPS Security level set correctly as per Flag State and Port Authorities requirement (ISPS 保全等級符合旗國及港口主管官署之要求)				

Note: The asterisk (\*) means to be followed up and to be dealt with 註：\*號表示需要後續追蹤及處理

2. Statutory Certificates, Records of ship 公約證書及紀錄	Invalid certificates on board, expired 證書無效或過期	Is the folder of Statutory Certificates complete and up to date? (Best if there is an index in the front page to assist the PSCO to check the ship documentation) 證書是否完整且於效期之內? (建議有目錄以便 PSCO 查閱)	YES / NO*	
3. Certification of officers and rating 甲級船員和乙級船員的證書	Invalid certificates on board, expired 證書無效或過期	Are all the Seafarers documents in line with the 2010 STCW Convention? 所有航海人員的文件都符合 2010 STCW 公約?	YES / NO*	
4. SOPEP 油污染應急計畫	Contact details not up to date 聯絡資訊未更新	Are the contact details up-to-date? 聯絡資訊是否更新?	YES / NO*	
5. ISM emergency preparedness ISM 應急準備	Not familiar with the drill 操演不熟練	Are the drills carried out regularly and effectively with document evidence? 操演是否定期且有效地舉行，並留有文件證據?	YES / NO*	
6. Approved stability instrument, for tankers 經認可之穩度儀器，液貨船	Not familiar with the operation and content 不熟悉儀器操作及內容	Are the crew members concerned familiar with the contents and operation? 相關人員是否熟悉儀器之操作及內容?	YES / NO*	
7. Muster list 部署表	Not familiar with assigned duty 不熟悉賦予之職責	Are the crew members familiar with the duties assigned to them? 船員是否熟悉所賦予之職責?	YES / NO*	

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<b>B. Bridge Area 船橋</b>				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Nautical publication (tide table, list of lights, list of signals, etc.) 航海出版品(潮汐表、燈 塔表、國際信號章程等)	Not up to date/ correct 非最新/不正確	Are nautical publications valid and as required for the voyage? 航海出版品有效且適合本航程?	YES / NO*	
2. Navigation paper charts 紙本海圖	Not up to date/ correct 非最新/不正確	Are navigation paper charts available on board and updated according to the latest edition of the Notices to Mariners? 船上有紙本海圖且有依據航行通告更新?	YES / NO*	
3. ECDIS (if ECDIS is listed in the ship's Record of Equipment Form E of Cargo Ship Safety Equipment Certificate) 電子海圖(如有列入 SE 證書的 Form E 之內)	Not up to date 非最新	Is ECDIS using appropriate official electronic charts with latest updates and corrections? 電子海圖使用官方圖資並有更新及修訂?	YES / NO*	
	Not competent 無資格	Are the Master & deck officers in charge of a navigational watch appropriately trained and competent to use ECDIS? 負責航行當值的船長及航行員是否有訓練且取 得資格以操作電子海圖?	YES / NO*	
	Not familiar with 不熟悉	Can watchkeeping officers demonstrate familiar with ECDIS? 當值之航行員熟悉使用電子海圖?	YES / NO*	
4. Lights, shape, sound signals 信號燈、號型、聲號	Mis-fitting of navigation lights 航行燈安裝不當	Are navigation lights working in order? 航行燈運作正常?	YES / NO*	

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5. VDR/SVDR 航行資料紀錄器/簡式航行資料紀錄器	Fault indicating 有錯誤訊號	Is the VDR/SVDR working in order? Can VDR/SVDR record data fully? 航行資料紀錄器是否正常作動? 是否紀錄	YES / NO*	
6. Navigation equipment listed in Form E of Cargo Ship Safety Equipment Certificate (compass, radar, ARPA, AIS, BNWAS etc.) SE 證書的 Form E 所列之航儀(羅經、雷達、自動測繪雷達裝置、自動識別系統、駕駛台當值警報系統等)	Not familiar with 不熟悉	Are all deck officers familiar with AIS and BNWAS, etc.? 所有航行員是否熟悉自動識別系統、駕駛台當值警報系統等?	YES / NO*	
7. Compass and compass deviation records 羅經及羅經自差紀錄	Frequently record 定期記錄	Is a valid table or curve of residual deviations for magnetic compass available on board? Is the compass deviation book properly maintained? 船上是否有磁羅經殘差圖表? 羅經自差紀錄是否正常維護?	YES / NO*	
8. Passage plan 航行計畫	Lack of information 缺少資訊	Is the passage plan cover the whole voyage? 航行計畫使否涵蓋全航程?	YES / NO*	
9. GMDSS installation listed in Form R of Cargo Ship Safety	Poor knowledge of GMDSS GMDSS 知識不足	Are GMDSS officers familiar with operation (including function test) of GMDSS equipment?	YES / NO*	

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Radio Certificate SR 證書 Form R 所列 之 GMDSS 設備		GMDSS 操作員操作熟練(包含功能測試)?		
	Malfunctioned 故障	Are all GMDSS installation working normally? 所有 GMDSS 設備作動正常?	YES / NO*	
	Low voltage 低電壓	Are reserve power for GMDSS in good condition? GMDSS 的備用電源狀況良好?	YES / NO*	
10. EPIRB, SART, two way VHFs, VDR/SVDR 應急指位無線電示標、 雷達搜救詢答機、雙向 特高頻無線電、航行資 料紀錄器	Battery expired 電池過期	Are all the batteries valid? 所有電池有效?	YES / NO*	
11. Compass Deck 羅經甲板	Corroded, antenna broken, vent seized 腐蝕、天線破損、通 風筒卡住	Is every equipment on the monkey island in order? 羅經甲板上的所有裝備都正常?	YES / NO*	
12. Man-overboard light/ smoke 人員落水自燃燈/煙霧訊 號	Expired, damaged lamb 過期，燈泡損壞	Any expired, damaged? 是否過期或損壞?	YES* / NO	
	Incorrect disposition 配置不正確	Is the disposition of quick release device in normal condition? 快速釋放裝置之配置是否正常?	YES / NO*	

### C. Deck/Accommodation Area 甲板/住艙區

Item	Common	Check Items	Result	Remarks
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項目	deficiencies 常見缺失	檢查項目	檢查結果	附註
1. Decks, beams, frames, floors, bulkheads 甲板、樑、橫肋、肋板、艙壁	Wasted/ holed 耗損或穿孔	Any corroded, holed or wasted, deformed on deck, in C/H and BWTs? 貨艙與壓載艙之甲板是否腐蝕、穿孔、耗損、變形？	YES* / NO	
2. Ventilator, air pipes, casings 通風筒、空氣管、殼罩	Wasted/ holed 耗損或穿孔	Any corroded/holed? 有腐蝕、穿孔？	YES* / NO	
	Absence of markings 缺少標示	Are all ventilators, air pipe heads, casing clearly marked and in good working condition? 通風筒、空氣管、殼罩有清楚標示且功能正常？	YES / NO*	
3. Hatch cover, hatch coaming 艙口蓋、艙口緣圍	Wasted/ holed/ defective weathertight hatch cover, hatch coaming 耗損、穿孔、缺陷	Any corroded/ deformed hatch cover/ hatch coaming? 艙口蓋、艙口緣圍是否腐蝕或變形？	YES* / NO	
	Securing device defective/ missing 繫固裝置缺陷或遺失	Is securing device adequate and in place? 繫固裝置適當且到位？	YES / NO*	
4. Weathertight doors 風雨密門	Defective weather tightness (wastage/ defective doors & packing) 風雨密性受損(門或壓條耗損或缺陷)	Are all weathertight doors in good condition? 所有的風雨密門狀況良好？	YES / NO*	

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5. Mooring and anchoring equipment 繫泊和錨泊設備	Wasted/ broken/ defective/ deteriorated 耗損、斷裂、缺陷、惡化	Are winches/ ropes/ wires/ anchor chains /protection guards in good condition? 絞機、纜繩、鋼纜、錨鍊、防護欄狀況良好?	YES / NO*	
6. Paint locker 油漆間	Paint drums placed disorderly 油漆桶雜亂放置	Are paint drums placed on the racks? 油漆桶是否放在架子上?	YES / NO*	
7. Galley, pantry, mess room, food storage, and catering facilities 廚房、配膳室、餐廳、食物儲存、飲食設施	Unhygienic/ oily 不衛生或油污	Are galley, pantry, mess room, food storage, and catering facilities hygienic and clean? 廚房、配膳室、餐廳、食物儲存、飲食設施是否衛生及清潔?	YES / NO*	
8. Emergency generator / switchboard 應急發電機/配電盤	Deficient emergency generator/ switchboard 應急發電機/配電盤有缺失	Has emergency generator recently been tested? two means of starting in order? 應急發電機近期是否測試過? 兩種啟動方式都正常?	YES / NO*	
9. Emergency lighting 應急照明	Inoperable emergency lights 應急照明不正常	Are all emergency lights operating normally? 應急照明可正常運作?	YES / NO*	
10. Reserve source of energy (battery) 備用電源(電池)	Corroded sitting, lack of maintenance 底座腐蝕, 缺乏維護	Is the sitting in good condition? Is the battery operating normally? 底座狀況良好? 電池運作正常?	YES / NO*	

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11. General lighting 一般照明	Inoperable general lights 一般照明不正常	Are all general lights operating normally? 一般照明可正常運作?	YES / NO*	
12. Gangway ladder 舷梯	Not working properly Not arranged properly 作動不良好 布置不良好	Are gangway ladders working and arranged properly? 舷梯是否作動及布置良好?	YES / NO*	

D. Engine Room/Steering Gear Room Area 引擎室/舵機室				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Cleanliness of engine room 機艙的清潔度	Excess oil in engine room 機艙油膩	Is the engine room clean? (Clean bilges and tank tops, no oil leaks, no oily rags and no collection buckets or containers placed below machinery or pipes to collect seepage or leaks) 機艙是否清潔?(清理艙部與二重底, 無漏油, 無油膩抹布、沒有集油桶或容器放在機器或管路下方收集滲漏的油類)	YES / NO*	
2. Propulsion main engine 推進主機	Leakage of fuel oil 燃油洩漏	Any leakage of fuel oil or lubricating oil from main engine or other piping? 主機或其他管路是否洩漏燃油或潤滑油?	YES* / NO	

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3. Steering gear room 舵機房	Poor knowledge about emergency steering procedure 應急操舵程序缺乏認知	Are ship's crews familiar with emergency steering procedure? 船員熟悉應急操舵程序?	YES / NO*	
	Malfunctioned 故障	Is the steering control system (change over) operating normally? 舵機控制系統(轉換)操作正常?	YES / NO*	
4. Communication 通訊	Not working 無法作動	Is the communication between wheelhouse, engine room, and steering gear room functional? 駕駛台、機艙控制室、舵機室之間的通訊正常?	YES / NO*	
5. Switchboard/ control panel 配電盤/控制盤	Low insulation 低絕緣	Any low insulation indication? 是否顯示低絕緣?	YES* / NO	
	Insulation mats missing 沒有絕緣墊	Are insulation mats provided accordingly? 是否有絕緣墊?	YES / NO*	
6. Dampers/ funnel damper 防火檔板/煙囪檔板	Broken, seized 破損、卡住	Any corroded, broken seized damper in E/R? 機艙的防火檔板是否腐蝕、卡住?	YES* / NO	
7. Oil mist detector 油霧偵測器	Malfunctioned 故障	Are the oil mist detectors operating normally? 油霧偵測器操作正常?	YES / NO*	
8. High and high-high alarm 高位及高高位警報	Malfunctioned 故障	Are the audio/visual high and high-high alarms operating normally? 可聽/可視高位及高高位警報操作正常?	YES / NO*	

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<b>E. Fire Safety Measures 消防安全措施</b>				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Jacketed piping system for high pressure fuel lines 高壓燃油管之套管系統	Improper modification of drain line, leakage alarm system 洩油管與洩漏警報不當改裝	Are the prevention measures correctly constructed? 是否建構有洩漏保護措施? Are leakage alarm systems operating normally? 洩漏警報工作正常?	YES / NO*	
2. Prevention (fire protection) 預防(防火保護)	Damage to fire proof door 防火門損傷	Any damages to the fire doors? 防火門損傷?	YES* / NO	
	Damage to self-closing fire proof door 自閉式防火門損傷	Are self-closing devices of fire doors operating normally? (no shims, hold-back hook nor ropes/ wires) 防火門的自閉裝置正常?(不可有門擋或背勾等)	YES / NO*	
	Damage to fire protection on escape trunk 逃生箱道的防火構造是否損傷	Are there any damages to fire protection for escape trunk? 逃生箱道的防火構造是否損傷?	YES* / NO	
	Damage/ missing to fire protection material 防火保護材損傷或遺失	Any damaged/ missing parts of fire protection material? 防火保護材損傷或遺失?	YES* / NO	
	Defective explosive proof lamp	Any damaged to explosive proof lamp? 防爆燈損傷?	YES* / NO	

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	防爆燈缺失			
3. Fire-dampers, valves, quick closing devices, remote control etc. 防火擋板、閘、快關裝置、遙控等	Inoperable closing devices, wasted fire damper 關閉裝置無法操作，防火擋板耗損	Any corrosion or wastage on the casing of ventilator for engine room? 機艙的通風筒殼罩是否腐蝕或耗損？	YES* / NO	
	Seized emergency shut-off valves on FO tanks 燃油櫃的應急快關閘卡住	Is the internal damper operating normally? 裡面的防火擋板能否正常操作？	YES / NO*	
		Are shut-off valves operating normally? 快關閘能否正常操作？	YES / NO*	
4. Fire detection 火災偵測	Inoperative fire detection system 火災偵測系統無法作動	Is fire detection system operating normally? 火災偵測系統能否正常作動？	YES / NO*	
5. Ready availability of fire fighting equipment 消防裝備立即可得	Improper arrangement of portable fire extinguishers 可攜式滅火器的布置不當	Are potable fire extinguishers arranged as shown in the drawing? 可攜式滅火器的布置和消防控制圖一致？	YES / NO*	
	Seized valve of fire main / hydrant 消防總管與消防栓閘卡住	Are all hydrants operating normally? 所有消防栓可正常操作？	YES / NO*	
6. Fire pumps 消防泵	Inoperable or low pressure of emergency fire pump 應急消防泵無法操作或低壓	Is emergency fire pump operating normally? 應急消防泵可正常作動？	YES / NO*	
		Is delivery pressure normal? (tested with two hoses) 輸出的水壓正常？(同時以兩條水龍帶測試)	YES / NO*	

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		Is priming pump operating normally? 注水泵可正常作動?	YES / NO*	
	Wastage or leaking of fire main 消防總管耗損或洩漏	Any leakage from fire main in running condition? 消防泵運轉下，消防總管有無洩漏?	YES* / NO	
	Inoperable isolating valve 消防隔離閥無法操作	Is isolating valve operating normally? 消防隔離閥可正常操作?	YES / NO*	
7. Fixed fire extinguishing system 固定式滅火系統	Wastage of CO <sub>2</sub> bottle CO <sub>2</sub> 瓶耗損	Any wasted to CO <sub>2</sub> bottle? CO <sub>2</sub> 瓶耗損?	YES* / NO	
	Missing service report 沒有檢測報告	Any effective service report? 是否有檢測報告?	YES / NO*	
	Wasted/ holed CO <sub>2</sub> / foam fixed fire extinguishing system CO <sub>2</sub> 或泡沫固定式滅火系統耗損或穿孔	Is CO <sub>2</sub> / foam fire fighting system tested by air blow or water spray? CO <sub>2</sub> 或泡沫固定式消防系統是否有做吹氣測試或灑水測試?	YES / NO*	
8. Fire fighting equipment 消防裝備	Missing service report of fire extinguishes 可攜式滅火器沒有檢測報告	Any effective service report? 可攜式滅火器是否有檢測報告?	YES / NO*	
	Defective hoses/ nozzles, leaking hydrants 水龍帶或噴嘴缺失，消防栓有洩漏	Any wasted/ missing fire hose/ nozzle or leaking hydrant? 水龍帶或噴嘴是否遺失或穿孔? 消防栓是否有洩漏?	YES* / NO	
9. Personal equipment 個人裝備	Defective fireman's outfit 消防員裝具有缺失	Any damage or missing to fireman's outfits?	YES* / NO	

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		消防員裝具損傷或遺失？		
	Unserviceable SCBAs 自給式壓縮空氣呼吸器無法使用	Is the alert of SCBA working normally? 自給式壓縮空氣呼吸器能正常使用？	YES / NO*	
	EEBD low pressure 應急逃生呼吸裝置低壓	Is the EEBD in good condition? 應急逃生呼吸裝置狀況良好？	YES / NO*	
		Is the EEBD for Training in good condition? 訓練用之應急逃生呼吸裝置狀況良好？	YES / NO*	

<b>F. Life Saving Appliances 救生設備</b>				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Lifeboats 救生艇	Hull/ attachments defective 艇體及其配件缺失	Are the hull and attachments of lifeboats maintained properly? 艇體及其配件是否適當維護？	YES / NO*	
	Inoperable lifeboat engine/ steering 引擎或舵系無法操作	Are the engine running properly and the steering operating normally? 引擎運轉及操舵是否正常	YES / NO*	
	Wasted/ holed structure 結構耗損或穿孔	Any damage/ wastage of shell or equipment? 艇殼或裝備是否損傷或耗損？	YES* / NO	
	Inoperable/ inadequate resetting on-load release	Is on-load release mechanism operating normally/ properly set? 負載釋放機構可正常操作且設定正確？	YES / NO*	

Note: The asterisk (\*) means to be followed up and to be dealt with 註：\*號表示需要後續追蹤及處理

	mechanism 負載釋放機構不可操作或復歸設定錯誤			
2. Lifeboat inventory 救生艇配件	Equipment missing/ expired 遺失或過期	Any equipment missing/ expired? 救生艇配件遺失或過期?	YES* / NO	
3. Embarkation arrangements for survival craft 救難艇登艇布置	Wastage of embarkation ladder/ fixed frame 登艇梯、固定座耗損	Any wastage to embarkation ladder/ fixed frame/ shackles? 登艇梯、固定座、接環是否耗損?	YES* / NO	
	Damaged lights 登艇照明損傷	Are the lights functional? 登艇照明功能良好?	YES / NO*	
4. Launching arrangements for survival craft 救生艇筏之下水裝置	Wasted/ holed davit/sheave/ hooks 救生艇架、槽輪、吊鉤耗損或穿孔	Any corrosion or wastage of lifeboat davit or of sheaves and hooks? 救生艇架、槽輪、吊鉤是否腐蝕或耗損?	YES* / NO	
5. Inflatable liferaft 充氣式救生筏	Service certificate expired/ unsatisfactory storage 檢測報告過期，儲放不適當	Is it clear of obstructions? Is weak link correctly positioned and hydrostatic release in date? Is there an effective service report kept onboard? 已清除會影響釋放的障礙物? 弱鍊布置正確? 靜水釋放裝置在有效期內? 是否有有效的檢修報告?	YES / NO*	
6. Lifebuoy 救生圈	Defective attachment 貼附品破損	Any deteriorated to lifebuoy? 救生圈惡化	YES* / NO	

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	Smoke signal/ light unit expired 煙霧訊號及自燃燈過期	Any expired? 煙霧訊號及自燃燈是否過期?	YES* / NO	
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<b>G. Prevention of Pollution from Ships 防止船舶造成污染</b>				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Oil filtering equipment 油濾設備	Inoperable separator 油水分離器無法操作	Is the separator operational? 油水分離器作動正常?	YES / NO*	
	Wasted and holed separator casing 油濾設備殼罩腐蝕或耗損?	Any corrosion or wastage of the casing of oil filtering equipment? 油濾設備殼罩腐蝕或耗損?	YES* / NO	
	Wasted discharge line 排放管耗損	Have the discharge line and the overboard valve (and protection) been checked? 排放管、排外閥(及其防護)已經檢查?	YES / NO*	
	Oily and dirty inside discharge line 排放管油膩及髒污	Is the inside pipe of discharge oily and dirty? 排放管內是否油膩及髒污?	YES* / NO	
	Fitting of by-pass line 安裝旁通管路	Any by-pass lines fitted to oil filtering equipment? 是否給油濾設備安裝了旁通管路?	YES* / NO	
2. 15ppm alarm (GT ≥ 10,000)	Failure of alarm 警報失效	Is the 15 ppm alarm operational? 15 ppm 警報作動正常?	YES / NO*/ NA	

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15 ppm 警報(總噸位大於 10,000 的船舶)	Inoperable automatic stopping device 自動停止裝置無作動	Is the automatic stopping device operational? 自動停止裝置是否作動正常?	YES / NO*/ NA	
3. Oil record book 油料紀錄簿	Data incorrect 填寫不正確	Is data correctly entered? Master signature? 資料填寫正確? 船長是否簽名?	YES / NO*	
4. BWM Plan/ Record 壓載水管理計畫及紀錄	Not familiar with 不熟悉	Are ship's officers and crew familiar with ballast water management plan with their duty? 船員是否熟悉壓載水管理計畫及其職責?	YES / NO*	
5. Sewage treatment system 污水處理系統	Inoperable system 系統無法作動	Is the system operational? 系統能正常作動?	YES / NO*	
	Wasted casing/ inside 殼罩內外部耗損	Any corrosion or wastage of the system casing/ piping/ inside? 殼罩內外部及管路是否腐蝕或耗損?	YES* / NO	
6. Change-over of fuel oil (Low Sulphur) 轉換低硫燃油	Not familiar with 不熟悉	Are ship's officers familiar with fuel change-over procedure and record properly? 甲級船員是否熟悉燃油轉換程序, 並能正確記錄?	YES / NO*	
7. Exhaust Gas Cleaning System, EGCS (if fitted) 脫硫器(若有)	Not familiar with 不熟悉	Are ship's officers familiar with operation procedure of EGCS and record properly? 甲級船員是否熟悉 EGCS 操作程序, 並能正確記錄?	YES / NO*/ NA	

#### H. Additional for Bulk Carriers 散裝船的額外要求

Item 項目	Common deficiencies	Check Items 檢查項目	Result 檢查結果	Remarks 附註
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Note: The asterisk (\*) means to be followed up and to be dealt with 註: \*號表示需要後續追蹤及處理

	常見缺失			
1. Loading instrument 裝載儀器	Not familiar with 不熟悉	Are ship's officers familiar with loading instrument? 甲級船員是否熟悉裝載儀器?	YES / NO*	
2. Enhanced survey report file 加強檢驗報告	Not filed 無文件	Is there a complete file of the enhanced survey report? 是否有完整的加強檢驗報告?	YES / NO*	
3. Water ingress alarm system 進水警報系統	Fault indicating 有錯誤顯示	Any fault indicating? 是否有錯誤顯示?	YES* / NO	
	Not functional/ power off 無功能或關機	Is the water ingress alarm system working in order? 進水警報系統能正常作動?	YES / NO*	
4. De-watering arrangement 除水布置	Not functional 功能不正常	Is the de-watering arrangement working in order? 除水系統能正常作動?	YES / NO*	

I. Additional for Gas/ Chemical/ Oil Tankers 氣體船/化學船/油輪的額外要求				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Pump Room 泵室	Venting defective 通風有缺陷	Are the ventilators working in order? 通風機正常作動?	YES / NO*	
2. Portable oxygen/gas measuring instruments 可攜式氧氣/氣體量測儀	Defective 有缺陷	Are the portable oxygen/ gas measuring instruments working in order? 可攜式氧氣/氣體量測儀器	YES / NO*	

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器				
3. Emergency towing procedure and arrangement 應急拖曳程序及布置	Not familiar with 不熟悉	Are ship's crews familiar with emergency towing procedure? 船員是否熟悉應急拖曳程序?	YES / NO*	
4. I.G. system 惰氣系統	Defective 有缺陷	Is the I.G. system working in order? 惰氣系統運轉正常?	YES / NO*	
5. Oil discharge monitoring system 油類排放監視及控制系統	Defective 有缺陷	Is the ODM working in order? 油類排放監視及控制系統功能正常?	YES / NO*	

<b>J. Additional for Container Carriers 貨櫃船的額外要求</b>				
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果	Remarks 附註
1. Cargo securing arrangements 貨物繫固布置	Poor maintenance 缺乏維護	Are the lashing/ fittings as per the cargo securing manual and maintained properly? 拉繫、裝具符合貨物繫固手冊所載，並適當維護?	YES / NO*	
2. Navigation bridge visibility 駕駛台視界	Obstructed 受到阻礙	Any blind sector obstructs the view on the bridge deck? 是否有盲區阻礙了駕駛台視野?	YES* / NO	

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<b>K. MARITIME LABOUR CONVENTION 2006 海事勞工公約 2006</b>			
Item 項目	Common deficiencies 常見缺失	Check Items 檢查項目	Result 檢查結果
1. Minimum age 最低年齡	Check the crew list are not less than 16 years old 檢查沒有未滿 16 歲的船員	YES / NO*	
2. Medical certification 健康證書	Check for valid medical certificates in English stating that seafarers are medically fit to perform their duties assigned to them 檢查船員持有有效的英文體檢證書，敘明健康狀況能達成其職務	YES / NO*	
3. Qualification for seafarers 船員資格	Check the minimum safe manning document to verify the required qualifications of the seafarers ? 檢查最低船員安全配額文件，確認所需之船員資格	YES / NO*	
	Check certificates and endorsements for STCW personnel confirming seafarers' competency with respect to their duties and validity 檢查 STCW 人員之證書及簽證，確認船員適任其職責及有效性	YES / NO*	
4. Seafarers' Employment Agreements(SEA) 船員僱傭契約	Check every seafarer has an Employment Agreement (SEA), which is signed by both the seafarer and the employer 檢查每位船員都有僱傭契約，且有船員及雇用人簽名	YES / NO*	
	Check if a copy of Collective Bargaining Agreement (CBA) that forms part of SEA is available. 若集體談判協定是船員僱傭契約的一部份，則應有集體談判協定副本	YES / NO*/ NA	
	Check if a copy of SRPS Certificate (with annual endorsement) is placed on board. 檢查船上有船員招募和職業介紹服務機構的符合文件之副本(內含年度評鑑簽證)	YES / NO*/ NA	
5. Wages 薪資	Check if seafarers are given a pay slip / copy of bank transfer of their monthly wages.	YES / NO*	

Note: The asterisk (\*) means to be followed up and to be dealt with 註：\*號表示需要後續追蹤及處理

	檢查船員有得到薪資單或銀行匯款單副本，且符合其每月薪資		
6. Hours of work and hours of rest 工作時數和休息時數	Are up-to-date records of daily hours of rest and work in the approved format available? 是否有認可格式且有更新的每日休息與工作時數紀錄表？	YES / NO*	
	Are those hours of rest and work signed by the master and seamen? 休息和工作時數表有船長及海員簽名？	YES / NO*	
	Do these hours of rest satisfy the minimum requirement of rest set out in DMLC Part I? 休息時數符合 DMLC Part I 的最低要求？	YES / NO*	
7. Manning level of the ship 船員配置標準	Check if a sufficient number of seafarers is placed on board 檢查船上有足夠的船員配置	YES / NO*	
8. Accommodation 住艙	Check documentation of master's accommodation inspection 檢查船長的住艙檢查文件	YES / NO*	
9. Recreational facilities 娛樂設施	Check existence of appropriate recreational facilities 確認具有適當的娛樂設施	YES / NO*	
10. Food and catering 食物及膳食服務	Check documents to confirm that the ship's cooks are trained, qualified and medically certified. 確認廚師受過訓練，合格，且持有健康證書。	YES / NO*	
	Is there adequate supply of hot and cool water available in the galley for washing food and cleaning? 廚房適當供應冷熱水用於食物清洗及清潔用途？	YES / NO*	
	Check on-board records to confirm that frequent and documented inspections are made of: - supplies of food and drinking water - stores available for the intended voyage	YES / NO*	

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	<ul style="list-style-type: none"> <li>- spaces used for handling and storage of food</li> <li>- galleys and other equipment used in the preparation and service of meals</li> </ul> <p>確認有以下之經常性檢查且有紀錄：</p> <ul style="list-style-type: none"> <li>- 食物及飲水之供給</li> <li>- 既定航程所需之庫存</li> <li>- 處理及儲存食物的空間</li> <li>- 用於準備和供應餐食的廚房及其他設備</li> </ul>		
11. On-board medical care 船上醫療	<p>Check if the ship conforms with the certificate "Council directive 92/29/CE of 31 March 1992 and regulation dated 22 June 2000 (e.g. random check medicaments inventory complete (not out of date), life boat medical kits)</p> <p>確認船上符合歐盟理事會 1992 年 3 月 31 日之 92/29/CE 指令及 2000 年 6 月 22 日之規則(例如抽查藥品清單，不可過時，救生艇的醫藥箱)</p>	YES / NO*	
12. On-board complaint procedures 船上抱怨程序	<p>Check the document outlining the on-board complaint procedures to confirm that the procedures are functioning on the ship, paying particular attention to the right of representation and to the required safeguards against victimization.</p> <p>確認船上有抱怨程序並確認程序有效，特別確認抗議的權力、必要的保護條款以避免被犧牲</p>	YES / NO*	
	<p>Check if seafarers are provided with a copy of the on-board complaint procedures in the working language of the ship.</p> <p>確認船員有以船上工作語言撰寫之抱怨程序副本</p>	YES / NO*	
13. MLC Insurance certificate MLC 保險證書	<p>Check if the MLC Insurance certificates are valid.</p> <p>確認 MLC 保險證書是否有效</p>	YES / NO*	

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Signature / Date :

簽名 / 日期

\_\_\_\_\_  
Master 船長

Note: The asterisk (\*) means to be followed up and to be dealt with 註：\*號表示需要後續追蹤及處理