



To the Master (or vessel representative),

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AMSA takes the safety of domestic commercial vessel safety very seriously and considers the inspections of vessels to be an essential element in promoting safety and protection of the marine environment. As part of the joint obligation to safety, I wish to complete this inspection in a timely manner without inconveniencing you too much and thank you for your time and support in this endeavour.

In undertaking my duties as an inspector, I intend to act in a professional and fair manner whilst on board your vessel. I am open to your views and requests as long as they are within legislative requirements. If at any time you think I have not acted appropriately please tell me. You can also provide your feedback at <http://www.amsa.gov.au/about/contact-us> I can assure you that your feedback will be taken seriously.

While AMSA does not expect its inspectors will be offered bribes in the course of their activities, it is important that you are aware that it is illegal to offer any inducements (bribes) to Government officials.

Date Name of Inspector Signature

INSPECTION

The level of the inspection conducted will be discussed with you by the inspector. Some of the items that may be inspected or tested are listed below, however the list is not exhaustive.

During this inspection, kindly ensure a responsible member of the crew is available to accompany the inspector at all times around the vessel (where applicable).

- Certificates such as Certificate of Survey, Certificate of Operations & Certificate(s) of Competency
- Last Inspection Report (if any)
- Stability Information
- Log Book
- Safety Management System records such as incident reports, risk assessments, drills, head counts etc (as applicable)
- Testing engine ventilation flaps
- Garbage Management plan and Record book (if applicable)
- Firefighting equipment maintenance
- Annual electric check
- General electrical safety
- LPG installation
- Life-raft service/inspection certificate
- Testing fire pumps
- Testing bilge alarms
- Testing freeing ports/scuttles
- Checking pyrotechnics (flares)
- Checking lifejackets