



The Australian Maritime Safety Authority (AMSA) is the national agency responsible for maritime safety, protection of the marine environment and maritime aviation search and rescue.

As the National Regulator, AMSA is responsible for the safety of domestic commercial vessels and ensuring owner or operator obligations are being met. AMSA takes the safety of domestic commercial vessels very seriously and conducts regular inspections of vessels to ensure they are operating safely.

## To the Master

An AMSA Marine Safety Inspector (MSI) will conduct a **Vessel Inspection** and/or **Operational Monitoring** of your vessel on the specified date, exercising vessel monitoring powers under section 99 of the *Marine Safety (Domestic Commercial Vessel) National Law Act 2012*, to confirm compliance with the Act. If Operational Monitoring is scheduled, you will be notified in advance to arrange the required crew. The MSI will aim to complete these activities efficiently. A report will be provided for your records; please contact the MSI with any questions. Thank you for your time and cooperation.

.....  
**Date of inspection**

.....  
**Marine Safety Inspector Name**

## Your responsibilities

As the Master, you must provide:

- A responsible crew member to accompany the MSI during the inspection/monitoring, where appropriate.
- A safe gangway or access to the vessel, as per section 95 of the National Law. If safe access is unavailable, you may need to relocate the vessel or make alternative arrangements.
- For Operational Monitoring, trained crew to demonstrate Safety Management System (SMS) procedures safely and efficiently.

## What to expect during a vessel inspection

The MSI will determine the level of inspection conducted. They may focus on specific areas or may conduct a detailed inspection. The following are examples of areas or items that may be inspected or tested during the inspection. The list is not exhaustive, and other areas may be inspected:

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| <ul style="list-style-type: none"><li>• Vessel and crew certificates</li><li>• Stability books, reports and information</li><li>• EPIRB/certificates</li><li>• LPG installation/certificates</li><li>• Unique vessel identifier</li><li>• Engine ventilation flaps</li><li>• Engine compartment</li><li>• Hull</li><li>• Wheelhouse</li><li>• Valves, pipes, lines (e.g., fuel pipes, high-pressure pipes, etc.)</li></ul> | <ul style="list-style-type: none"><li>• Radio and other communication equipment</li><li>• Alarms testing (e.g., bilge, fire detection, etc.)</li><li>• General electrical safety, annual electric checks/certificates</li><li>• Freeing ports/scuttles</li><li>• Safety equipment (e.g., flares, lifejackets, buoys, life rafts condition/certificates, etc.)</li><li>• Safety Management System (e.g., risk assessments, crewing, passenger counts, incident reports, training records, etc.)</li><li>• Firefighting equipment (e.g., fuel-shut off mechanisms, dampers, extinguishers, pumps etc.)</li></ul> |
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## What to expect during operational monitoring

The MSI will assess SMS implementation through simulated emergency drills and procedural checks.

The MSI will determine a drill(s) scenario to be demonstrated as a simulation. They may focus on specific areas or may require crew to demonstrate multiple procedures during a simulated emergency procedure. The following are examples of areas or items that may be observed during the exercise. The list is not exhaustive, and other procedures may be requested:

### Operational procedures:

- Pre-Operating start up checks
- Passenger briefings and information
- Lifejacket donning & Muster station information
- Location and use of emergency equipment
- Crew understanding of the SMS

### Emergency procedures:

- Fire and firefighting equipment.
- Unaccountably missing person
- Person Overboard (POB)
- Collision / Grounding / Flooding
- Loss of Steering
- Master incapacitated

Successful demonstration of your SMS implementation during operational monitoring will confirm compliance, while any deficiencies will provide an opportunity for improvement to meet regulatory requirements.

For more details, visit: [AMSA Operational Monitoring Video](#) (YouTube)



## Body Worn Cameras

AMSA has instructed its MSIs to use Body Worn Cameras. The camera will be worn openly. The MSI will notify anyone directly involved with an interaction that the inspection is being recorded and obtain their consent.

However, AMSA MSIs have legislative powers to make recordings that do not require consent – These powers include recording of vessels, premises and things on vessels and premises, and extend to people where a person is not the subject of the recording. Additionally, consent is not required if it is unable to be gained in time to record:

- An observed breach of AMSA administered legislation.
- Non-compliant behaviour that will lead to compliance or enforcement action being taken.
- An incident that is about to or has occurred.
- Aggressive, abusive or obstructive behaviour being directed at the MSI that hinders them in the performance of their duty.

When a camera starts recording it will beep, and the lights on the front of the camera will turn red. While recording, the camera will continue to make an intermittent beeping noise every 2 minutes, and the lights will continue to flash red. The body worn camera may record your actions and voice. You may object to the recording which may mean I cannot provide a service to you. More details about how AMSA handles your personal information can be found online in AMSA's [Privacy Policy](#) and at AMSA body worn camera [information page](#).

## Important Notes

- AMSA Marine Safety Inspectors will act with professionalism and courtesy. Feedback can be provided at <https://www.amsa.gov.au/provide/feedback-about-amsa>
- *It is a serious Commonwealth offence to obstruct, hinder, intimidate, provide inducements (bribes) or provide false or misleading information to a Commonwealth Public official, including AMSA Marine Safety Inspectors. Penalties including imprisonment of up to 2 years per offence may apply. Refer to the Commonwealth Criminal Code Act 1995. Under the National Anti-Corruption Commission (NACC) Act, any attempt of bribery may be referred to the NACC for investigation.*

## Further information

For more information about vessel inspections and for a sample inspection checklist, visit the AMSA website: [www.amsa.gov.au/vessels-operators/domestic-commercial-vessels/domestic-commercial-vessel-inspections](http://www.amsa.gov.au/vessels-operators/domestic-commercial-vessels/domestic-commercial-vessel-inspections)