



WASHINGTON STATE
 Department of Ecology
 Spill Prevention, Preparedness, and Response Program Prevention Section
 P.O. Box 47600, Olympia, WA 98504-7600
 Office Phone: (360) 407-7455, Fax: (360) 407-7288 or
 toll free 1-800-664-9184

FISHING VESSEL BOARDING CHECKLIST- SHORT FORM

NAME OF VESSEL:		IMO NO:		Date Boarded:	
Location of Inspection:		Comments:		FLAG:	
Inspected by:				Aleutian Trade Act (ATA) Vessel? Y/ N	
OWS Throughput:			Incinerator Rating:		
Oil logbook Y/N	Garbage logbook Y/N	Certificate of Documentation Y/N	Certificate of Compliance Y/N	Ship Particulars Y/N	
No.	Accepted Industry Standard	Y/N/ E NA	Comment (Y = Yes, N = No, E = Exceed NA = Not Applicable)		
I 12.1	Safe access/good lighting per 29 CFR 1915.74				
I 12.2 I 10.2	Fire plan with vessel arrangement & location of firefighting equipment		<i>Conspicuous & posted at access points</i>		
I 1	Navigational Watch Composition		<i>Fully integrated bridge, helmsman not required</i>		
I 1.1	<1,600 GT Officer and lookout				
I 1.2	>1,600 GT Officer, lookout, helmsman				
I 2	Navigational Watch Procedures		<i>Good practice: restricted vis and safe speed defined</i>		
I 2.1	Written procedures or standing orders for safe operations and for restricted visibility				
I 2.2	Daily log book entries (or records) for position & weather. Record of gyro/mag courses every 6 hrs.		<i>Compass courses recorded at least every 6 hrs.</i>		
I 3	Navigational Readiness		<i>Plan prepared by licensed officer</i>		
I 3.1– I 3.4	Voyage plan with latest corrections, review of navigational aids, weather & currents, traffic, and VTS - procedures and communications				
I 3.5	Test/inspections of navigational equipment, communications, bridge control & alarm systems		<i>no more than 12 hours prior to operating in state waters</i>		
I 3.6	Compare Gyro & mag compass and master gyro & repeaters		<i>Errors posted or recorded for watchstanders</i>		
I 3.7	Loss of propulsion/ steering/ electrical power procedures reviewed prior to getting underway				

I 6	Security Rounds		<i>Vessels in lay-up do not need daily rounds if adequate fire/flood monitoring onboard and working.</i>
I 6.1	Every 6 hours when underway or anchored; daily when moored, primary purpose to detect fire, flood or other emergency conditions		
I 6.2			
I 6.6			
I 6.4	Master designates spaces to be visited in security rounds, including steering gear when underway		
I 6.5			
I 9	Stability Information <i>per 46 CFR 28.530</i>		<i>Regardless of date keel laid or conversion</i>
I 9.1	Stability info developed by qualified individual and includes load constraints & operating restrictions		
I 9.2	Format understood by master & include samples of various loading conditions		
III 4.1	Procedures for technical approval of all structural modifications and repairs		<i>Check for recent changes</i>
II 1	Work Hours & Fatigue		<i>Off watch exceptions: emergencies & drills</i>
II 1.1	10 hrs. off per day/ 6 of which are consecutive for deck and engineering watchstanders		
II 1.2	System to document off watch periods for fatigue prevention		
No.	Accepted Industry Standard	Y/N/ E NA	Comments
II 3	Orientation Training		46CFR28.265: <i>Survival craft, fire/emergency/ abandon-ship signals, immersion suit, distress calls, rough weather, hazardous bar crossing, flood, anchoring, man overboard, firefighting MARPOL - focus on oil and plastics</i>
II 3.1	Conducted and recorded per 46 CFR 28.265 & 270(a), & MARPOL Annex I & V for crew without previous training on specific vessel		
II 3.2			
II 3.3	Position specific training for navigation, propulsion, steering, and electrical power		<i>Deck & engine watchstanders as applicable</i>
I 11.4	All crew assigned emergency duties trained in operation of all emergency equipment		
II 4	Drills and Instructions		<i>Monthly per 46 CFR 28.265 & 270(a)</i>
II 4.1	A drill and instruction program that complies with 46 CFR 28.265 & 270(a)		46 CFR 270(a) <i>Abandon ship, man overboard, fire, flood, launch survival craft, don immersions suits & fireman outfits, voice distress calls, activate general alarm, and report inoperative alarm and fire detections systems.</i>
II 4.2	Semi-annual oil spill / emergency towing drills		
I 10	Written Emergency Procedures		
I 10.1	Procedures include crew responsibilities for firefighting, flood, abandon ship, man overboard, heavy weather per 46 CFR 28.265		
I 10.3	Procedures for responding to oil spills, loss of propulsion/ steering/ electrical power, and emergency towing		<i>Field doc posted</i>

I 11	Emergency Equipment		<i>Inspect kit/locker for appropriate plugs & patches</i>
I 11.1	Damage control kit/locker for minor flooding with plugs and patches		
I 11.2	2 fireman outfits/SCBA & 2 spare cylinders		
I 11.3	Emergency lighting in ER and passageways		
III 3	Planned Maintenance (PM) & Inspections		<i>May be combined with USCG inspection</i>
III 3.1	Annual inspections by third party or operator rep		
III 3.2	PM includes schedule for periodic tests or inspections of propulsion, steering, electrical, dewatering & firefighting equipment		
III 4	Structural & Fire Safety		
III 4.2	Watertight & fire boundaries consistent with standards for hull/deck/bulkhead penetrated		
I 8	Engineering Readiness		
I 8.2	Machinery tests/inspections - logged		
I 8.1	Propulsion – fuel oil, lube oil, cooling water, and main engine start systems tested		<i>Completed no more than 12 hrs. prior to operating in WA waters</i>
I 8.1	Steering system tested per 33 CFR 164.25		
I 8.1	Electrical – standby and emergency generator and auto switch tested, batteries		
I 8.4	Fuel & oil tank levels determined and recorded		
I 8.3	Loss of propulsion/ steering/ electrical procedures reviewed		<i>Prior to operating in state waters</i>
I 7	Engineering Watch Practices		
I 7.1	Engineer on watch or immediately available		<i>Licensed or properly trained engineer</i>
I 7.2	Major equipment conditions such as temperature /pressures logged at least every 6 hours		

Summary of Washington State Fishing Vessel Accepted Industry Standards – full version available on [Washington State Department of Ecology's website](#).

I Operating Procedures for Fishing Vessels

1. Navigation Watch Composition

Owners and/or operators should require on a navigation watch:

1. Vessels 300 to 1600 gt at least one licensed deck officer and one lookout
2. Vessels greater than 1600 gross tons, the navigation watch should include a helmsman. If vessel has an integrated bridge system (IBS) which allows a licensed deck officer to adequately perform the functions of safe navigation, collision avoidance, and communications, a helmsman is not required
3. Lookouts have no other duties that would interfere with the maintenance of a proper lookout in accordance with COLREGS

2. Navigation Watch Procedures

Owners and/or operators should require:

1. Master to have written procedures or standing orders for safe navigation practices, and for operating in restricted visibility
2. Daily log book entries or records of vessel position and weather observations. Gyrocompass and magnetic compass courses recorded at least once every 6 hours

3. Navigation Readiness

Owners and/or operators should require a *documented voyage planning* and readiness system that includes the following preparations by vessel licensed officers prior to commencing a voyage:

1. Review of general waterway characteristics as described on current charts, navigational publications and Notice to Mariners
2. Review of navigational aids available, including buoys, lights, ranges and GPS
3. Review of weather and currents
4. Review of expected vessel traffic, and VTS procedures and communications
5. Test and record bridge systems in accordance with **33 CFR 164.25**, no more than 12 hours prior to operating in state waters
6. Comparison of gyro and magnetic compass, and comparison of master gyro to all repeaters. Determination of radar range error if applicable and practicable. All compass errors should be recorded and/or posted for navigational watchstanders
7. Procedures for response to LOP, LOS, and LOEP (Loss of electrical power) should be reviewed

4. Ground Tackle Readiness

Owners and/or operators should require when operating in state waters:

1. Vessel anchors operational and ready to drop at all times
2. A crew member should be available to drop the anchor immediately, if required

5. Anchor Watch

Owners and/or operators should require while anchored in state waters:

1. A properly trained crew member standing watch and monitoring traffic, communication, vessel position, and ground tackle

6. Security (Safety) Rounds

Owners and/or operators should require when operating in state waters:

1. Rounds of the vessel conducted and documented at least once every 6 hours while underway or anchored
2. Rounds conducted at least daily when moored
3. Rounds not required when vessel is in lay-up status, if adequate monitoring for fires and flooding is provided
4. Vessel masters should designate spaces to be visited during safety rounds
5. When underway, steering gear should be checked during each round
6. The primary purpose is to detect and report fires, flooding or other emergencies

7. Engineering Watch Composition & Procedures

Owners and/or operators should require:

1. A licensed engineer, or properly trained engineer, on watch in the engine room or immediately available to respond
2. Daily logs/records maintained for major equipment operating conditions such as pressures and temperatures. Conditions should be recorded at least once every six hours

8. Engineering Readiness

Owners and/or operators should require, no more than 12 hours before operating in state waters:

1. All critical propulsion, steering and electrical systems to be tested/inspected in accordance with 33 CFR 164.25
2. Completion of machinery tests and inspections should be recorded
3. Procedures for response to loss of propulsion, loss of steering, and loss of electrical power should be reviewed
4. Fuel and oil tank levels should be determined and recorded

9. Stability

Owners and/or operators should require (regardless of the date the vessel's keel was laid or date of conversion):

1. Stability information complying with 46 CFR 28.530
2. Stability books and documents should be easily read and understood, and include samples of various loading conditions.

10. Emergency Procedures

Owners and/or operators should require:

1. Emergency instructions outlining crew responsibilities for firefighting, flooding, abandon ship, heavy weather and man overboard per **46 CFR 28.265**.
2. Fire plans containing the general arrangement of the vessel and the location of all firefighting equipment should be posted
3. Written procedures should be required for responding to:
 - a. Oil spills, LOP, LOS, LOEP (Loss of Electrical Power)
 - b. Emergency towing - procedures should clearly indicate the specific equipment onboard will be used

11. Emergency Equipment

Owners and/or operators should require:

1. A damage control kit or locker with sufficient equipment to control unintentional minor flooding.

2. At least 2 complete fireman outfits, including Self-Contained Breathing Apparatus and two spare cylinders per 46 CFR 28.205
3. Engine room and interior passageways should have installed emergency lighting
4. All personnel assigned to emergency duties should be trained for the operation of all emergency equipment

12. Vessel Access

Owners and/or operators should require:

1. Safe access, with appropriate lighting, while moored alongside a dock, pier, or outboard of another vessel, in accordance with 29 CFR 1915.74 and 1918.21. Where practical, a gangway or accommodation ladder should be provided
2. Fire plans (46 CFR § 116.530) with general arrangement and location of all firefighting equipment at or near the access point(s)

II. PERSONNEL POLICIES

1. Fatigue

Owners and/or operators should require:

1. Navigation and engineering watchstanders to be off watch at least 10 hours per day (except in emergency or to participate in a drill), while operating in state waters. At least 6 hours of off watch time each day should be consecutive and uninterrupted
2. A system for documenting off watch periods in order to monitor and reduce fatigue

2. Drug and Alcohol Policy

Owners and/or operators should require:

1. Policies prohibiting the use of alcohol and/or dangerous drugs by vessel crew members, and documented compliance with federal regulations for testing programs, training and Employee Assistance programs.

3. Orientation Training

Owners and/or operators should require:

1. Orientation training conducted/recorded for each crewmember without previous orientation training on specific vessel prior to getting underway
2. Training should require the provisions outlined in **46 CFR 28.265 & 270(a)**, plus the applicable provisions of the international convention for the Prevention of Pollution from Ships (MARPOL)
3. Position Specific Training should be required for navigation and engineering watchstanders for the proper operation of navigation, propulsion, steering, and electrical power equipment

4. Drills & Instructions

Owners and/or operators should require:

1. A drill and instruction program that complies with 46 CFR 28.265 & 270
2. Includes semi-annual drills and instruction in oil spill response and being towed in an emergency

5. English Proficiency

Owners and/or operators should require:

1. Navigation officers and crew members standing anchor watch sufficiently proficient in English to accomplish their duties safely

III Management Practices

1. Management System

Owners and/or operator's management system should include:

1. Companywide exchange of information for environmental protection and public health and safety, with vessel and corporate management participation
2. Vessel visits by a management representative at least semi-annually
3. The management representative should review operating and management issues and consult with the officers on the vessel

2. Pollution Prevention

Owners and/ or operators should:

1. Equip vessels with spill containment and clean-up equipment to respond to a one-half barrel on-deck spill. The equipment should be adequate for preventing the spill from entering the water
2. Each vessel master should require that an oil record book and garbage logs maintained in accordance with MARPOL

3. Maintenance Program

Owners and/or operators should require a documented maintenance program for vessels.

1. This program should include planned maintenance and periodic equipment test or inspections, as appropriate for:
 - Propulsion, Steering, Electrical, Dewatering, and Firefighting systems
2. Vessels should also be inspected by a third party surveyor or an operator representative at least annually.

4. Watertight Integrity and Structural Fire Protection

Owners and/or operators should:

1. Maintain procedures for and obtain technical approval of all structural modifications and repairs.
2. Penetrations of watertight boundaries and fire boundaries should be maintained tight, consistent with the standards of the vessel side-shell, deck or bulkhead penetrated.

ADA Accesibility

The Department of Ecology is committed to providing people with disabilities access to information and services by meeting or exceeding the requirements of the Americans with Disabilities Act (ADA), Section 504 and 508 of the Rehabilitation Act, and Washington State Policy #188.

To request an ADA accommodation, contact Ecology by phone at 360-407-7455 or email at sara.thompson@ecy.wa.gov. For Washington Relay Service or TTY call 711 or 877-833-6341. Visit [Ecology's website](#) for more information.