

**Commonwealth of Dominica**



**Office of the Maritime Administrator**

**TO:** ALL AUTHORIZED FLAG STATE INSPECTORS

**SUBJECT:** DEFICIENCY CODES AND DEFICIENCY ACTION CODES

**PURPOSE:** TO ESTABLISH A UNIFIED CODING SYSTEM TO STANDARDIZE DEFICIENCIES AND ACTIONS TO BE TAKEN

**APPLICABILITY:** This Policy Letter applies to all Flag State Inspectors and respective reports.

**General**

In an effort to improve and standardize the Flag State Inspection Program and to better assist owners and operators with bringing their vessels into compliance, the Flag State Inspection Program is now supplemented by deficiency codes and deficiency action codes.

**Required Action**

All Flag State Inspectors appointed by the Administration are required to utilize the appended list of deficiency codes (Appendix A) and deficiency action codes (Appendix B) to better track the types of deficiencies and progress of rectification. Each deficiency should receive an action code that will determine the required period of time allowed for rectification.

Issuance of any deficiency that is highlighted on Appendix A requires immediate notification to the Inspections Head Office. The master should also be notified that the vessel is not authorized to depart until authorization is granted by the Flag Administration.

Upon issuance of a deficiency that, in the professional opinion of the inspector, should receive an action code 19, 30, 47, 55, or 65 the inspector is also required to immediately notify the Inspections Head Office. The master should be notified that departure is prohibited until authorization is granted from the Flag Administration.

A Notice of Deficiency issued upon completion of the inspection shall include each deficiency code and action code as well as a specific description of the nature of the deficiency. This Notice shall be signed by the inspector and the master. A copy shall be sent to the Inspection Department at the earliest opportunity.

If there is any doubt as to the seaworthiness of the vessel, validity of a document, or competency of the crew or management company the Inspections Head Office should be consulted immediately.

**Any questions can be directed to:**

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MARITIME ADMINISTRATION

## Flag State Deficiency Codes

Any inspector issuing a deficiency that requires Action Code 30 must notify the Flag State Inspection Office immediately. The master must be notified that the vessel cannot depart until authorization is granted from the Dominica Maritime Administration.

### APPENDIX A

CODE	DEFECTIVE ITEM
01 – Certificates & Documents	
011 – Certificates & Documents – Ships Certificates	
01101	Cargo ship safety equipment (including exemption)
01102	Cargo ship safety construction (including exemption)
01103	Passenger ship safety certificate (including exemption)
01104	Cargo ship safety radio certificate (including exemption)
01105	Cargo ship safety certificate (including exemption)
01106	Document of compliance (DoC/ISM)
01107	Safety management certificate (SMC/ISM)
01108	Load lines (including exemption)
01109	Decision-support system for masters on passenger ships
01110	Authorization for grain carriage
01111	Liquefied gases in bulk (CoF/GC Code)
01112	Liquefied gases in bulk (CoF/IGC Code)
01113	Minimum safe manning document
01114	Dangerous chemicals in bulk (CoF/BC Code)



## Flag State Deficiency Codes

01115	Dangerous chemicals in bulk (CoF/IBC Code)
01116	Operational limitations for passenger ships
01117	Prevention of pollution by oil (IOPP)
01118	Pollution prevention by noxious liquid substances in bulk
01119	International sewage pollution prevention certificate
01120	Statement of compliance CAS
01121	Interim statement of compliance CAS
01122	International ship security certificate
01123	Continuous synopsis record
01124	International air pollution prevention certificate
01125	Engine international air pollution prevention certificate
01126	Document of compliance dangerous goods
01127	Special purpose ship safety
01128	High speed craft safety and permit to operate
01129	Mobile offshore drilling unit safety
01130	INF certificate of fitness
01131	International AFS certificate
01132	Tonnage certificate
01133	Civil liability for oil pollution damage certificate



## Flag State Deficiency Codes

01134	Other (certificates)
01135	Document for carriage of dangerous goods
01136	Ballast water management certificate
01137	Civil liability for bunker oil pollution damage certificate
01138	International Energy Efficiency Statement of Compliance
01139	Maritime Labour Statement of Compliance
01140	Declaration of Maritime Labour Compliance (Parts I and II)
012 – Certificates & Documentation – Crew Certificates	
01201	Certificates for masters and officers
01202	Certificate for rating for watchkeeping
01203	Certificates for radio personnel
01204	Certificate for personnel on tankers
01205	Certificate for personnel on fast rescue boats
01206	Certificate for advanced fire-fighting
01207	Doc evidence for personnel on passenger ships
01208	Doc evidence for personnel on ro-ro passenger ships
01209	Manning specified by the minimum safe manning doc
01210	Certificate for medical first aid
01211	Certificate for personnel on survival craft & rescue boat



## Flag State Deficiency Codes

01212	Certificate for medical care
01213	Evidence of basic training
<b>01214</b>	<b>Endorsement by flag state</b>
<b>01215</b>	<b>Application for endorsement by flag state</b>
01216	Ship security officer certificate
01217	Medical Certificate
01218	Training and qualification MLC – Personnel Safety Training
01219	Seafarers' Employment Agreement
01220	Record of Employment
01221	Documentary Evidence for Personnel on Passenger Ships
01222	Security Awareness Training
<b>013 – Certificates &amp; Documentation – Document</b>	
01301	Cargo gear record book
01302	SAR co-operation plan for pass. Ships trade on fixed route
01303	Unattended machinery spaces (UMS) evidence
01304	Declaration of AFS compliance
01305	Log-books/compulsory entries
01306	Schedules for watchkeeping personnel
<b>01307</b>	<b>Tables of working hours</b>



## Flag State Deficiency Codes

01308	Records of rest
01309	Fire control plan- all
01310	Signs, indications
01311	Survey report file
01312	Thickness measurement report
01313	Booklet for bulk cargo loading/unloading/stowage
01314	Shipboard oil pollution prevention plan (SOPEP)
01315	Oil record book
01316	Cargo information
01317	Cargo record book
01318	P & A Manual
01319	Shipboard mar. pol. Emergency plan (MPEP) for NLS
01320	Garbage record book
01321	Conformance test report
01322	Fire safety operational booklet
01323	Material safety data sheets
01324	ACM statement of compliance (including exemption)
01325	Stability information booklet
01326	Energy Efficiency Design Index File



## Flag State Deficiency Codes

01327	Ship Energy Efficiency Management Plan
01328	Report of Inspection on MLC, 2006
01329	Procedure for Complaint Under MLC, 2006
01330	Collective Bargaining Agreement
01331	AIS Test Report
01334	STS Operation Plan and Records of STS Operations
02 – Structural Condition	
02101	Closing devices/watertight doors
02102	Damage control plan
02103	Stability/strength/loading information and instruments
02104	Information on the A/A-max ratio (Roro/Pass. Only)
02105	Steering gear
02106	Hull damage impairing seaworthiness
02107	Ballast, fuel and other tanks
02108	Electric equipment in general
02109	Permanent means of access
02110	Beams, frames, floors-oper.damage
02111	Beams, frames, floors-corrosion
02112	Hull – corrosion



## Flag State Deficiency Codes

02113	Hull – cracking
02114	Bulkhead – corrosion
02115	Bulkhead – operational damage
02116	Bulkheads – cracking
02117	Decks – corrosion
02118	Decks – cracking
02119	Enhanced survey program (ESP)
02120	Marking of an IMO number
02121	Cargo areas segregation
02122	Openings to cargo area, doors, ..., scuttles
02123	Wheelhouse door – window
02124	Cargo pump room
02125	Spaces in cargo areas
02126	Cargo tank vent system
02127	Safe access to tanker bows
02128	Bulk carriers additional safety measures
02129	Bulkhead strength
02130	Triangle mark
02131	Other (bulk carriers)



## Flag State Deficiency Codes

02132	Water level detectors on single hulled cargo ships
02133	Asbestos containing material
02134	Loading/Ballast condition
03 – Water/Weathertight Condition	
03101	Overloading
03102	Freeboard marks
03103	Railing, gangway, walkway and means for safe passage
03104	Cargo and other hatchways
03105	Covers (hatchway, portable, tarpaulins etc.)
03106	Windows, side scuttles and deadlights
03107	Doors
03108	Ventilators, air pipers, casings
03109	Machinery space openings
03110	Manholes/flush scuttles
03111	Cargo ports and other similar openings
03112	Scuppers, inlets and discharges
03113	Bulwarks and freeing ports
03114	Stowage including uprights, lashings, etc. (timber)
03115	Other (load lines)
04 – Emergency Systems	



## Flag State Deficiency Codes

04101	Public address systems
04102	Emergency fire pump and its pipes
04103	Emergency lighting, batteries, switches
04104	Low level lighting in corridors
04105	Location of emergency installations
04106	Emergency steering position communications/compass reading
04107	Emergency towing arrangements and procedures
04108	Muster list
04109	Fire drills
04110	Abandon ship drills
04111	Damage control plan
04112	Shipboard Marine Pollution emergency operations
04113	Water level indicator
04114	Emergency source of power – emergency generator
05 – Radio Communication	
05101	Distress messages: obligations and procedures
05102	Functional requirements
05103	Main installation
05104	MF radio installation



## Flag State Deficiency Codes

05105	MF/HF radio installation
05106	INMARSAT ship earth station
05107	Maintenance/duplication of equipment
05108	Performance standards for radio equipment
05109	VHF radio installation
05110	Facilities for reception of marine safety information
05111	Satellite EPIRB 406MHz/1.6 GHz
05112	VHF EPIRB
05113	SART/AIS-SART
05114	Reserve source of energy
05115	Radio log (diary)
05116	Operation/maintenance
05117	Other (radio communication)
05118	Operation of GMDSS equipment
06 – Cargo Operations Including Equipment	
06101	Cargo securing manual
06102	Grain
06103	Other cargo – timber – deck/construction
06104	Lashing material



## Flag State Deficiency Codes

06105	Other (cargo)
06106	Cargo transfer – Tankers
06107	Cargo operation
06108	Cargo density declaration
07 – Fire Safety	
07101	Fire prevention structural integrity
07102	Inert gas system
07103	Division – decks, bulkheads and penetrations
07104	Main vertical zone
07105	Fire doors/openings in fire-resisting divisions
07106	Fire detection
07107	Fire patrol
07108	Ready availability of fire fighting equipment
07109	Fixed fire extinguishing installation
07110	Fire fighting equipment and appliances
07111	Personal equipment
07112	Emergency escape breathing device and disposition
07113	Fire pumps and pipes
07114	Means of control (opening, pumps) machinery spaces



## Flag State Deficiency Codes

07115	Fire-dampers
07116	Ventilation
07117	Jacketed high pressure lines
07118	International shore-connection
07119	Other (fire safety)
07120	Means of escape
07121	Crew alarm
07122	Fire control plan
07123	Operation of fire protection systems
07124	Maintenance of fire protection systems
07125	Evaluation of crew performance (fire drills)
08 – Alarms	
08101	General alarm
08102	Emergency signal
08103	Fire alarm
08104	Steering-gear alarm
08105	Engineer's alarm
08106	Inert gas alarm
08107	Machinery controls alarm



## Flag State Deficiency Codes

08108	UMS – alarm
08109	Boiler – alarm
08110	Closing watertight doors alarm
08111	Other (alarms)
09 – Working and Living Conditions	
091 – Working and Living Conditions – Living Conditions	
09101	Minimum age
09102	Dirty, parasites
09103	Ventilation (Accommodation)
09104	Heating
09105	Noise
09106	Sanitary facilities
09107	Drainage
09108	Lighting (Accommodation)
09109	Pipes, wires (insulation)
09110	Electrical devices
09111	Sickbay
09112	Medical equipment
09113	Access/structure
09114	Sleeping room



## Flag State Deficiency Codes

09115	No direct openings into sleeping rooms cargo/machinery
09116	Furnishings
09117	Berth dimensions etc.
09118	Clear head
09119	Messroom (location)
09120	Oil skin locker
09121	Laundry
09122	Record of inspection (accommodation)
09123	Other (crew and accommodation)
09124	Galley, handling room (maintenance)
09125	Cleanliness
09126	Provisions quantity
09127	Provisions quality
09128	Water, pipes, tanks
09129	Cold room
09130	Cold room temperature
09131	Cold room cleanliness
09132	Food personal hygiene
09133	Food temperature



## Flag State Deficiency Codes

09134	Food segregation
09135	Record of inspection
09136	Other (food)
092 – Living and Working Conditions – Working Conditions	
09201	Ventilation (Working spaces)
09202	Heating
09203	Lighting (Working spaces)
09204	Safe means of access
09205	Safe means of access shore – ship
09206	Safe means of access deck – hold/tank, etc.
09207	Obstruction/slipping etc.
09208	Protection machinery
09209	Electrical
09210	Machinery
09211	Steam pipes and pressure pipes
09212	Danger areas
09213	Gas instruments
09214	Emergency cleaning devices
09215	Other (working space ILO)



## Flag State Deficiency Codes

09216	Personal equipment
09217	Warning notices
09218	Protection machines/parts
09219	Pipes, wires (insulation)
<b>09220</b>	<b>Structural features (ship)</b>
09221	Entry dangerous spaces
09222	Other (accident prevention)
09223	Gangway, accommodation-ladder
09224	Stowage of cargo
09225	Loading and unloading equipment
09226	Holds and tanks safety
09227	Ropes and wires
09228	Anchoring devices
09229	Winches and capstans
09230	Adequate lighting mooring arrangements
09231	Other (mooring)
09232	Cleanliness of engine room
09233	Guards/fencing around dangerous machinery parts
<b>09234</b>	<b>Night working for seafarers under the age of 18</b>



## Flag State Deficiency Codes

09235	Fitness for duty – work and rest hours
09236	Legal documentation on work and rest hours
10 – Safety of Navigation	
10101	Pilot ladders and hoist/pilot transfer arrangements
10102	Type approval equipment
10103	Radar
10104	Gyro compass
10105	Magnetic compass
10106	Compass correction log
10107	Automatic radar plotting aid (ARPA)
10108	Lights, shapes, sound signals
10109	Signaling lamp
10110	Charts
10111	Electronic charts (ECDIS)
10112	Automatic Identification System (AIS)
10113	Voyage Data Recorder (VDR)/Simplified Voyage Data Recorder
10114	GNSS receiver/terrestrial radio navigation system
10115	Nautical publications
10116	Echo sounder



## Flag State Deficiency Codes

10117	Speed and distance indicator
10118	Rudder angle indicator
10119	Revolution counter
10120	Variable pitch indicator
10121	Rate-of-turn indicator
<b>10122</b>	<b>International code of signals – SOLAS</b>
10123	Life-saving signals
10124	Use of the automatic pilot
10125	Records of drills and test steering gear
10126	Voyage or passage plan
10127	Navigation bridge visibility
10128	Navigation records
10129	Other (navigation)
10130	Communication – SOLAS Chapter V
10131	Bridge operation
10132	HSC operation
10133	Monitoring of voyage or passage plan
10134	Establishment of working language on board
10135	Long-Range Identification and Tracking system (LRIT)



## Flag State Deficiency Codes

10136	Bridge Navigational Watch Alarm System (BNWAS)
11 – Life Saving Appliances	
11101	Lifeboats
11102	Lifeboat inventory
11103	Stowage and provision of lifeboats
11104	Rescue boats
11105	Rescue boat inventory
11106	Fast rescue boats
11107	Stowage of rescue boats
11108	Inflatable liferafts
11109	Rigid liferafts
11110	Stowage of rescue boats
11111	Marine evacuation system
11112	Launching arrangements for survival craft
11113	Launching arrangements for rescue boats
11114	Helicopter landing and pick-up area
11115	Means of rescue
11116	Distress flares
11117	Lifebuoys incl. provision and disposition



## Flag State Deficiency Codes

11118	Lifejackets incl. provision and disposition
11119	Immersion suits
11120	Anti-exposure suits
11121	Thermal protective aids
11122	Radio life-saving appliances
11123	Emergency equipment for 2-way communication
11124	Embarkation arrangement in survival craft
11125	Embarkation arrangements rescue boats
11126	Means of recovery of life saving appliances
11127	Buoyant apparatus
11128	Line-throwing appliances
<b>11129</b>	<b>Operational readiness of life-saving appliances</b>
11130	Evaluation, testing and approval
<b>11131</b>	<b>On board training and instructions</b>
<b>11132</b>	<b>Maintenance and inspections</b>
11133	Other (life-saving)
11134	Operation of life saving appliances
<b>11135</b>	<b>Maintenance of life saving appliances</b>
12 – Dangerous Goods	



## Flag State Deficiency Codes

12101	Stowage/segregation/packaging of dangerous goods
12102	Dangerous liquid chemicals in bulk
12103	Liquefied gases in bulk
12104	Dangerous goods code
12105	Temperature control
12106	Instrumentation
12107	Fire protection cargo deck area
12108	Personal protection
12109	Special requirements
12110	Tank entry
12111	Other (tankers)
12112	Dangerous goods or harmful substances in packaged form
13 – Propulsion and Auxiliary Machinery	
13101	Propulsion main engine
13102	Auxiliary engine
13103	Gauges, thermometers etc.
13104	Bilge pumping arrangements
13105	UMS – ship
13106	Insulation wetted through (oil)



## Flag State Deficiency Codes

13107	Other (Machinery)
13108	Operation of machinery
14 – Pollution Prevention	
141 – Pollution Prevention – MARPOL Annex I	
14101	Control of discharge of oil
14102	Retention of oil on board
14103	Segregation of oil and water ballast
14104	Oil filtering equipment
14105	Pumping, piping and discharge arrangements
14106	Pump room bottom protection
14107	Oil discharge monitoring and control system
14108	15 PPM alarm arrangements
14109	Oil/water interface detector
14110	Standard discharge connection
14111	SBT, CBT, COW
14112	COW operations and equipment manual
14113	Double hull construction
14114	Hydrostatically balanced loading
14115	Condition assessment scheme
14116	Pollution report – MARPOL Annex I



## Flag State Deficiency Codes

14117	Ship type designation
14118	Other (MARPOL Annex I)
14119	Oil and oily mixtures from machinery spaces
14120	Loading, unloading & cleaning procedures cargo spaces of tankers
<b>14121</b>	<b>Suspected of discharge violation</b>
142 – Pollution Prevention – MARPOL Annex II	
14201	Efficient stripping
14202	Residue discharge systems
14203	Tank washing equipment
14204	Prohibited discharge of NLS slops
14205	Cargo heating systems – cat. Y substances
14206	Ventilation procedures/equipment
14207	Pollution report – MARPOL Annex II
14208	Ship type designation
14209	Other (MARPOL Annex II)
143 – Pollution Prevention – MARPOL Annex III	
14301	Packaging
14302	Marking and Labeling
14303	Documentation (MARPOL Annex III)
14304	Stowage



## Flag State Deficiency Codes

14305	Other (MARPOL Annex III)
144 – Pollution Prevention – MARPOL Annex IV	
14402	Sewage treatment plan
14403	Sewage comminuting and disinfecting system
14404	Sewage discharge connection
14405	Other (MARPOL Annex IV)
145 – Pollution Prevention – MARPOL Annex V	
14501	Garbage
14502	Placards
14503	Garbage management plan
14504	Other (MARPOL Annex V)
146 – Pollution Prevention – MARPOL Annex VI	
14601	Technical files and if applicable, monitoring manual
14602	Record book engine parameters
14603	Approved doc exhaust gas cleaning system
14604	Bunker delivery notes
14605	Type approval certificate of incinerator
14606	Diesel engine air pollution control
14607	Quality of fuel oil
14608	Incinerator incl. operations and operating manual



## Flag State Deficiency Codes

14609	Volatile organic compounds in tankers
14610	Operational proc. for engines or equipment
14611	Ozone depleting substances
14612	Other (MARPOL Annex VI)
14613	Approved method
14614	Sulphur oxides
147 – Pollution Prevention – Anti-Fouling	
14701	AFS supporting documentation
14702	Logbook entries referring AFS
14703	Paint condition
14704	Other (AFS)
15 – ISM	
15150	ISM
16 – ISPS	
16101	Security related defects
17 – Other	
17101	Other safety in general
17102	Other (SOLAS operational)
17103	Other (MARPOL operational)
18 – MLC, 2006	
181 – Minimum Requirements to Work on a Ship	



## Flag State Deficiency Codes

18101	Minimum Age
18102	Night working
18103	Medical Fitness
18104	Recruitment and Placement Services
18199	Other (Minimum Requirements)
182 – Conditions of Employment	
18201	Fitness for duty, work and rest hours
18202	Legal Documentation on work and rest hours
18203	Wages
18204	Calculation and payment
18205	Measures to ensure transmission to seafarer's family
18299	Other (Conditions of Employment)
183 – Accommodation, Recreational Facilities, Food and Catering	
18301	Noise, vibration and other ambient factors
18302	Sanitary facilities
18303	Drainage
18304	Lighting (accommodation)
18305	Hospital accommodation (sickbay)
18306	Sleeping room, additional spaces
18307	Direct openings into sleeping rooms, cargo/mach.
18308	Furnishings
18309	Berth dimensions, etc.
18310	Minimum headroom
18311	Mess room and recreational facilities
18312	Galley, handling room (maintenance)
18313	Cleanliness
18314	Provisions quantity
18315	Provisions quality and nutritional value
18316	Water, pipes, tanks
18317	Food personal hygiene



## Flag State Deficiency Codes

18318	Food temperature
18319	Food segregation
18320	Record of inspection (food and catering)
18321	Heating, air conditioning and ventilation
18322	Insulation
18323	Office
18324	Cold room, cold room cleanliness, cold room temperature
18325	Training and qualification of ships cook
18326	Laundry, adequate locker
18327	Ventilation, working spaces
18399	Other (accommodation, recreational facilities)
184 – Health Protection and Medical Care	
18401	Medical equipment, medical chest, medical guide
18402	Access to on shore medical doctor or dentist
18403	Standard medical report form
18404	Medical doctor or person in charge of medical care
18405	Medical advice by radio or satellite
18406	Medical care on board or ashore free of charge
18407	Lighting (working spaces)
18408	Electrical
18409	Dangerous areas
18410	Gas instruments
18411	Emergency cleaning devices
18412	Personal equipment
18413	Warning notices
18414	Protection machines/parts
18415	Entry dangerous spaces
18416	Ropes and wires
18417	Anchoring devices
18418	Winches and capstans
18419	Adequate lighting – mooring arrangements
18420	Cleanliness of engine room
18421	Guards – fencing around dangerous machinery parts



## Flag State Deficiency Codes

18422	Asbestos fibres
18423	Preventative information
18424	Steam pipes, pressure pipes, wires (insulation)
18425	Access/structural features (ship)
18426	Exposure to harmful levels of ambient factors
18427	Ship's occupational health and safety policies & program
18428	On board ship program for the prevention of occupational injuries and diseases
18429	Procedure for inspection, reporting and correcting unsafe conditions and for investigating and reporting on-board occupational accidents
18430	Ship's safety committee
18431	Investigation after accident
18432	Risk evaluation, training and instruction to seafarers
18499	Other (health protection, medical care)

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MARITIME ADMINISTRATION

## Flag State Deficiency Action Codes

Any inspector issuing a deficiency that requires Action Code 30 must notify the Flag State Inspection Office immediately. The master must be notified that the vessel cannot depart until authorization is granted from the Dominica Maritime Administration.

### APPENDIX B

CODE	DEFECTIVE ITEM
10	Deficiency rectified
15	Rectify deficiency at next port
16	Rectify deficiency within 14 days
17	Rectify deficiency before departure
18	Rectify deficiency within 3 months
19	Safe management audit by the Administration before dep.
26	Notify competent security authority
30	Grounds for detention
46	At agreed repair port
47	As in the agreed class condition
55	Class consulted
65	Operations stopped
80	Temporary substitution
81	Temporary repair carried out
95	Letter of warning issued
99	Master instructed to...