



**COMMONWEALTH OF DOMINICA
MARITIME ADMINISTRATION**

Department of Inspections

SUPPLEMENT TO BE COMPLETED BY MASTER PRIOR TO ARRIVAL OF THE FLAG STATE INSPECTOR									
<p>This form is to be completed by the ship's crew under the direction of the Master prior to the arrival of the Flag State Inspector. The appropriate box should be checked for all items and remarks entered where applicable as indicated. Vessel Masters are advised to use the section on publications and manuals to complete a quality review of what they have on board and order any applicable publications that may be missing or out of date. Following the completion of this checklist, ensure all ships documents, publications and manuals, and seafarers' certificates are gathered, organized, and displayed for the Flag State Inspector to expedite the inspection.</p>									
Date Inspected:									
Inspection Port:									
Next Port of Call/Date:									
Name of Vessel:				Name/Address/Phone/Email of DPA (Info as listed & available on vessel)					
Year Built		Date Keel Laid		Build Location (Port, Country)		Shipyard (Name of Yard)			
Vessel Type	Class		RO/RSO	IMO Number		Official Number	Gross Tons		
Master (Print Name)				Name of Person Completing this Form		Position of Person Completing this Form			
Working Language of the Vessel:									
PART A: SHIP DOCUMENTS				Yes	No	N/A	Expiry Dates	Issued By	Remarks: Enter latest endorsement date if applicable; Type of Cert. (F=full, I=Interim, S=Short term)
Original certificates on board? Required annual, intermediate or periodic surveys completed?									
1.	International Tonnage Certificate			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.	Passenger Ship Safety Certificate			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

3.	Cargo Ship Safety Construction Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
4.	Cargo Ship Safety Equipment Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
5.	Cargo Ship Safety Radio Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6.	International Load Line Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
7.	International Oil Pollution Prevention Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
8.	Sewage Pollution Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9.	Air Pollution Prevention Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9(a)	Engine Air Pollution Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
9(b)	Energy Efficiency Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
10.	Pollution Prevention Statement of Compliance for the Carriage of Noxious Liquid Substances in Bulk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
11.	Certificate of Fitness for the Carriage of Dangerous Cargoes in Bulk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
12.	Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
13.	Certificate of Fitness for the Carriage of Liquefied Gases in Bulk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
14.	Document of Authorization for the Carriage of Grain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
15.	ISM Safety Management Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
16.	ISM Document of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
17.	MLC Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
18.	International Ship Security Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
19.	Continuous Synopsis Record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
20.	Civil Liability Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
21.	Civil Liability Bunker Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
22.	Anti-Fouling System Statement of Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
23.	Radio Station License	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
24.	Conformance Test Report for LRIT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
25.	Certificate of Registration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
PART B: PUBLICATIONS & MANUALS		Yes	No	N/A	Remarks: (Enter last Edition on board when applicable)		
1.	Commonwealth of Dominica Publications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
2.	Articles of Agreement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
3.	Oil Record Book – Machinery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
4.	Oil Record Book – Cargo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
5.	Garbage Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
6.	Garbage Record Book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
7.	Cargo Securing Manual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
8.	Cargo Gear Record Book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

9.	Ballast Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Intact Stability Booklet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Damage Control Booklets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Bulk Carrier Booklet/Grain Loading Manual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Shipboard Oil Pollution Emergency Plan or Shipboard Marine Pollution Emergency Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.	SOLAS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15.	MARPOL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	STCW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17.	IMDG Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18.	IMSBC Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Code of Safe Practice for Timber Deck Cargoes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	International Code of Signals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21.	IAMSAR Manual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22.	International Safety Guide for Oil Tankers & Terminals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
23.	ICS Tanker Safety Guide (Chemicals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
24.	ICS Tanker Safety Guide (Liquefied Gas)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	Medical Publications				
	• Medical Guide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Medical Log Book	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Accident Prevention Code or equivalent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
26.	Manuals for onboard maintenance of life-saving appliances?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
27.	IBC Code for Chemical Tankers (Built after 1 July 1988)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	BCH Code for Chemical Tankers (Built before 1 July 1986)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
29.	Emergency Towing Booklet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PART C: EQUIPMENT SERVICE CERTIFICATES & TEST DATES		Yes	No	N/A	Remarks: (Enter Applicable Dates in this Column)
1.	Emergency Stops for Pumps (last tested?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	VDR/S-VDR Test Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	EPIRB Test Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Life Boat Service Certificates				
	• Annual Certificates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• 5 year – Releasing Gear/System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Life Raft Service Certificates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Immersion Suits – 3 year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7.	MOB Markers/Smoke (Bridge wings) – 3 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

8.	Pyrotechnics – Flares	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Pyrotechnics – Parachute Flares	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10.	Pyrotechnics – Line Throwing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Life Jacket Lights – Batteries within expiry date or renewed yearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12.	Fire-fighting Equipment and Service Certificates				
	• Portable and semi-portable (Annually)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• Fixed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	EEBDs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Foam – Fixed installations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date last analyzed:
	Foam analyzed within required intervals? (3 years from new foam concentrates stored on board; 1 year after)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13.	Hydrostatic Tests				
	• Fixed systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	○ Halon				
	○ CO2 – 10 years				
	○ Gas (Other than CO2) – 10 years				
	○ Dry chemical – 10 years				
	○ Aerosol – 10 years				
	○ Water mist, water spray and sprinkler systems – 10 years				
	• Portable & Semi-portable – 10 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	• SCBA Bottles – 5 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
• Air tanks on enclosed lifeboats – 5 years	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
PART D: SEAFARERS' CERTIFICATES (Originals)		Yes	No	N/A	Remarks
1.	All officers hold national Certificates of Competence and valid Dominica Endorsements, Certificates of Receipt of Application, or Letter of Receipt of Application? (Mark crew list for seafarers not holding valid Dominica endorsements, CRAs, or LORs, or holding only national certificates and attach to this report.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	All crewmembers hold valid Dominica Seafarer's Identification and Record Books or have submitted an application for one? (Mark crew list accordingly.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Minimum number of persons holding valid Dominica special qualifications or have submitted an application? (Mark crew list accordingly.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	GMDSS Electronic Operation or two deck officers with GMDSS General Operator Certificates?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
PART E: MLC, 2006		Yes	No	N/A	Remarks
1.	All crew hold valid Medical Certificates as attested by the Master in compliance with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	MLC, 2006? (Originals)				
2.	Records of House of Work and Rest being maintained in compliance with MLC, 2006?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Complaint File is being maintained on board an complaints are being adequately addressed in a timely manner in compliance with MLC, 2006?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Signature of Person Completing this Form: _____ Date: _____ Signature of Master: _____ Date: _____					
Deficiencies, Observations, or Comments (<i>This section to be completed by the Flag State Inspector after conducting a random audit of the above items</i>)					
Flag State Inspector (print name): _____			Signature of Flag State Inspector: _____		Date: _____