

ANNEX 2

RESOLUTION MEPC 25(23)

GUIDELINES FOR SURVEYS UNDER ANNEX II OF
THE INTERNATIONAL CONVENTION FOR THE PREVENTION
OF POLLUTION FROM SHIPS, 1973, AS MODIFIED BY THE
PROTOCOL OF 1978 RELATING THERETO

adopted on 8 July 1986

THE MARINE ENVIRONMENT PROTECTION COMMITTEE,

RECALLING Article 38 of the Convention of the International Maritime
Organization concerning the functions of the Committee,

NOTING that Annex II of the International Convention for the Prevention
of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating
thereto (MARPOL 73/78), as amended, is expected to take effect on 6 April 1987,

DESIRING to provide an agreed international standard for conducting
initial, mandatory annual, intermediate and periodical surveys under Annex II
of MARPOL 73/78,

NOTING ALSO that the Committee was requested by the Assembly by
resolution A.413(XI) of 15 November 1979 to adopt guidelines for surveys under
MARPOL 73/78 and was authorized to communicate direct to Member Governments
such guidelines,

NOTING FURTHER resolution MEPC.11(18) by which it adopted Guidelines for
Surveys under Annex I of MARPOL 73/78,

HAVING considered the proposals of the Member Governments,

1. ADOPTS the Guidelines for Surveys under Annex II of the International
Convention for the Prevention of Pollution from Ships, 1973 as modified by the
Protocol of 1978 relating thereto (MARPOL 73/78), which are set out in the

Annex to the present resolution and which are intended to provide a general framework upon which Administrations will be able to base their arrangements for carrying out surveys;

2. URGES Parties to MARPOL 73/78 to institute arrangements for surveys in accordance with these Guidelines when Annex II of MARPOL 73/78 takes effect.

ANNEX

GUIDELINES FOR SURVEYS UNDER ANNEX II OF THE INTERNATIONAL
CONVENTION FOR THE PREVENTION OF POLLUTION FROM SHIPS, 1973, AS
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PREAMBLE

1 These Guidelines have been developed to provide an agreed general standard for conducting initial, mandatory annual, intermediate and periodical surveys for all ships under Annex II of MARPOL 73/78 as amended (hereinafter referred to as Annex II).

2 The Administration, in guaranteeing the completeness and efficiency of the surveys, should establish appropriate instructions and guidelines to enable officers of the Administrations, nominated surveyors or recognized organizations to conduct the survey.

3 These Guidelines provide a general framework upon which Administrations will be able to formulate their procedures for carrying out the surveys required under Annex II. In respect of the BCH and IBC Codes these Guidelines cover the requirements in chapters 5A and 16A of the respective Codes. They do not provide guidance on surveys required for compliance with the other requirements of the Bulk Chemical Codes or other condition and safety surveys. For such guidance reference should be made to resolution A.560(14).

4 The thoroughness or severity of the annual, intermediate and periodical surveys should depend upon the condition of the ship and its equipment. Should any doubt arise as to the maintenance of the condition of the ship or its equipment, then further examination and testing should be considered necessary.

5 It is recognized that these Guidelines are intended to assist the survey of ships with the intention of issuing or endorsing:

- .1 The International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate) required by regulation 11 of Annex II, or

- .2 the Certificate of Fitness in accordance with the provisions of the International Bulk Chemical Code or the Bulk Chemical Code under the provisions of regulation 12A of Annex II.

It is further recognized that these Guidelines will also be beneficial to the survey of ships which are not required to be issued an NLS Certificate or Certificate of Fitness.

1 DEFINITIONS

For the purpose of these Guidelines the following definitions apply:

1.1 Initial survey means a thorough and complete examination, and tests where required, of a ship and its equipment in accordance with the requirements of the Convention to ensure that the NLS Certificate or the Certificate of Fitness may be issued for the first time.

1.2 Mandatory annual survey means a general examination of a ship and its equipment, conducted annually, to confirm that the ship and its equipment remain satisfactory for the service for which the ship is intended.

1.3 Intermediate survey means an examination of a ship and its equipment, which may include operational tests of the ship's systems and equipment to the extent necessary, during the period of validity of the NLS Certificate or the Certificate of Fitness to ensure compliance with the applicable requirements of the Convention.

1.4 Periodical survey means a thorough and complete examination, and tests where required, of a ship and its equipment in accordance with the requirements of the Convention at specified regular periods to ensure that the NLS Certificate or the Certificate of Fitness may be renewed.

1.5 "New ship" means a ship constructed on or after 1 July 1986 and an "existing ship" means a ship which is not a "new ship".

1.6 Stripping system means a system which is capable of reducing the cargo residue in cargo tanks, associated cargo pumps, pipelines and manifolds, to below that possible with the main cargo pumps alone; it may be part of the main cargo pumping or an independent system.

1.7 In general other definitions from the Codes, Standards for Procedures and Arrangements contained in MEPC resolution 18(22)(hereinafter referred to as the Standards) and Annex II regulations apply to these guidelines and any reference to "regulations" means the Annex II regulations.

2 INITIAL SURVEY

2.1 General

2.1.1 The initial survey as required by Regulation 10(1)(a) should include a thorough and complete examination, and tests when required, of a ship and its equipment in accordance with the relevant requirements of Annex II to ensure that the NLS Certificate, or Certificate of Fitness, may be issued for the first time.

2.1.2 The initial survey should consist of the following:

- .1 examination of the plans, specifications and other technical documentation to verify that the designs of the ship and its equipment comply with the relevant requirements of Annex II and confirmation that the NLS pollution prevention equipment has been approved as required by Annex II;
- .2 confirmation that the ship carries on board the required Certificates, Cargo Record Book, Procedures and Arrangements Manual and other relevant documents; and
- .3 survey of the condition of the ship and its equipment, and tests where required, to ascertain that they are constructed and installed in accordance with the approved plans, specifications and other technical documents, and that material, construction and workmanship are in all respects satisfactory.

2.1.3 The Guidelines contained in this chapter include all items covered by Annex II. Depending on the type and status of ship (e.g. "new" or "existing" ship, chemical tanker, liquefied gas carrier, dry cargo ship and cargoes to be carried, etc.), all of these items may not necessarily be applicable to a particular ship. In order to identify those requirements applicable to a

particular ship, it is advised to conduct the survey according to the items contained in the Procedures and Arrangements Manual approved for the ship and mentioned on the NLS Certificate or the Certificate of Fitness.

2.1.4 In existing ships where the installation of equipment is not required for a certain period, the initial survey of the ship may be treated as completed without the installation of such equipment, provided that a survey as comprehensive as the initial survey relating to the installation of the relevant equipment is carried out within the period specified by Annex II, and the NLS Certificate or Certificate of Fitness is revised accordingly.

2.1.5 When certain parts of the ship or its equipment have been previously surveyed and certified, the extent of any examination or testing for such items should be determined, having regard to the type of survey carried out and certificate provided, when the survey was carried out and also to the condition of the relevant parts of the ship or its equipment.

2.1.6 For ships other than chemical tankers, the Guidelines contained in this chapter should be applied as appropriate.

2.2 Examination of the designs of the ship and its equipment

2.2.1 When applying for the initial survey, plans, specifications and other relevant documentation* should be submitted to the Administration, to enable it to ascertain that the ship and its equipment comply with the applicable requirements of Annex II and associated resolutions, including:

- .1 particulars of ship;
- .2 for existing ships engaged in restricted voyages covered by regulation 5A(6) information concerning the adequacy of reception facilities in ports or terminals between which the ship is to be engaged; and

* There may be cases, particularly for older ships, where all the necessary documentation is not available. In such cases, the Administration should consider conducting additional tests and examinations.

- .3 in cases where the granting of exemptions under regulation 5A(7) or the approval of equivalents under regulation 2 is requested, information supporting such exemption or details for equivalent arrangements.

2.2.2 The examination of plans, specifications and other technical documentation for all ships (as applicable to the cargoes proposed for carriage) should include:

- .1 pumping system (regulation 5A);
- .2 stripping system (regulation 5A);
- .3 tank washing system and equipment (Standards);
- .4 underwater discharge arrangements (Standards);
- .5 residue discharge system (Standards paragraph 8.4 existing ships only);
- .6 recording devices (Standards paragraph 8.7 existing ships only);
- .7 ventilation equipment for residue removal (Standards);
- .8 heating system (solidifying and high viscosity substances) (Standards);
- .9 surface residue quantity assessment (existing ships, if necessary) (regulation 5A and Standards);
- .10 Procedures and Arrangements Manual (including cargo carriage requirements to meet Annex II regulations) (Standards);
- .11 list of Annex II (appendix II) substances proposed for carriage (regulation 11 or regulation 12A); and
- .12 Cargo Record Book (regulation 9).

2.3 Examination of Certificates, Cargo Record Books, Procedures and Arrangements Manuals and other documents

2.3.1 The examination should confirm that the current Certificates, Cargo Record Book, Procedures and Arrangements Manual and other documents required by Annex II are on board, including:

- .1 the Certificate of Fitness (if applicable);
- .2 the Cargo Record Book in the Annex II format (appendix IV); and
- .3 the Procedures and Arrangements Manual in the standard format (Standards Appendix D).

2.4 Survey of the condition of the ship and its equipment

2.4.1 For all ships the survey should consist of an examination and testing of all fittings and equipment to confirm the satisfactory installation as detailed below:

2.4.1.1 Pumping and piping system (including stripping systems if fitted)

- .1 performance of the water test for assessing the stripping quantity (regulation 5A and Standards Appendix A); and
- .2 confirmation that all parts of the stripping system, including portable pipes or bends in sufficient number, if required, are on board.

2.4.1.2 Tank washing system and equipment

- .1 confirmation that the tank washing machines provided on board are those described in the Procedures and Arrangements Manual and are installed in accordance with the approved plans;
 - .2 examination of the tank washing machines to verify that they are in working order;
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- .3 examination to verify that the washwater heating system, if required, is installed in accordance with the approved plans; and
- .4 confirmation that the number and position of tank cleaning openings for portable machines are in accordance with the approved plans.

2.4.1.3 Underwater discharge arrangements

- .1 confirmation that the underwater discharge outlet(s) are in accordance with the approved plans; and
- .2 confirmation that means are provided in the common discharge piping to isolate openings provided above the waterline.

2.4.1.4 Residue discharge system

- .1 verification by actual test that the discharge rate of the pumps, where a variable rate type is used, can be controlled as specified in the approved manual; and
- .2 verification that means for restricting the discharge flow of fixed rate pumps to the specified rates have been fitted.

2.4.1.5 Recording devices

- .1 verification by an actual flow test that the flow meter has an accuracy of $\pm 15\%$ or better; and
- .2 confirmation of the satisfactory operation of the device as fitted.

2.4.1.6 Ventilation equipment for residue removal

- .1 confirmation that the ventilation equipment is installed in accordance with the approved plan and in working order; and
 - .2 confirmation that the pressure in the driving medium for portable fans can be achieved to give the required fan capacity.
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2.4.1.7 Heating system

- .1 confirmation that the heating system for solidifying and high viscosity substances is installed in accordance with the approved plan.

2.5 Completion of survey

2.5.1 On completion of a satisfactory initial survey, the NLS Certificate, or the Certificate of Fitness, should be issued; the latter only if it has been confirmed that the ship complies with all the other requirements of the Bulk Chemical Codes.

3 MANDATORY ANNUAL SURVEY

3.1 Periodicity

3.1.1 The mandatory annual survey as required by regulation 10(1)(d) should be held within three months before or after the anniversary date of the NLS Certificate or the Certificate of Fitness.

3.1.2 When the mandatory annual survey coincides with an intermediate survey as prescribed in regulation 10(1)(c), the mandatory annual survey will not be required.

3.2 General

3.2.1 The mandatory annual surveys enable the Administration to verify that the condition of the ship and its equipment are being maintained in accordance with the relevant requirements of Annex II.

3.2.2 In general, the mandatory annual survey should be limited to a general examination and consist of:

- .1 a Certificate examination, a visual examination to a sufficient extent of the ship and its equipment to confirm that their condition is being properly maintained; and

- .2 a visual examination to confirm that no unapproved modifications have been made to the ship and its equipment.

3.3 Examination of Certificates, Cargo Record Books, Procedures and Arrangements Manuals and other documents

3.3.1 The examination of current Certificates, Cargo Record Book, Procedures and Arrangements Manual and other documents should consist of:

- .1 checking the validity of the NLS Certificate or the Certificate of Fitness;
- .2 checking of all other relevant certificates as required;
- .3 checking whether the Cargo Record Book is on board and is being used;
- .4 sighting the records of the recording device as applicable (i.e. for category B cargo residues); and
- .5 confirming that the approved Procedures and Arrangements Manual is on board.

3.4 Survey of the condition of the ship and its equipment

3.4.1 For all ships the survey should include an examination of all fittings and equipment to such extent as to verify that they are being maintained and in working order as follows:

3.4.1.1 Pumping and piping system (including stripping system if fitted)

- .1 external examination and confirmation that all equipment remains as originally fitted.

3.4.1.2 Tank washing system and equipment

- .1 confirmation that the type, capacity, the number and the arrangement of the tank washing machines are as approved;

- .2 external examination of tank washing piping; and
- .3 external examination of washwater heating system.

3.4.1.3 Underwater discharge arrangements

- .1 external examination, as far as practicable, of the underwater discharge arrangements.

3.4.1.4 Residue discharge system

- .1 confirmation that discharge rate control is as approved.

3.4.1.5 Recording devices

- .1 confirmation that the device is operable.

3.4.1.6 Ventilation equipment for residue removal

- .1 confirmation that equipment is as approved.

3.4.1.7 Heating system

- .1 external examination of the heating system required for solidifying and high viscosity substances so far as is accessible.

3.5 Completion of survey

3.5.1 After satisfactory survey, the NLS Certificate or the Certificate of Fitness should be endorsed; the latter only if the annual survey covering all the other requirements of the Bulk Chemical Codes has been satisfactorily carried out.

3.5.2 If a survey shows that the condition of the ship or its equipment is unsatisfactory, the surveyor should be guided by the requirements of regulation 10(2)(c).

4 INTERMEDIATE SURVEY

4.1 Periodicity

4.1.1 As required by regulation 10(1)(c), a minimum of one intermediate survey during the period of validity of the NLS Certificate or the Certificate of Fitness must be conducted. In cases where only one such intermediate survey is carried out in any one Certificate validity period, it must be held not before six months prior to, nor later than six months after, the half-way date of the Certificate's period of validity.

4.2 General

4.2.1 The intermediate survey should be an examination sufficiently extensive to enable the Administration to ensure that the equipment and associated pumping and piping systems, including the stripping systems and all other equipment required by the procedures and arrangements manual comply with the applicable requirements of Annex II and are in good working order.

4.3 Examination of Certificates, Cargo Record Books, Procedures and Arrangements Manuals and other documents

4.3.1 The examination of current Certificates, Cargo Record Book, Procedures and Arrangements Manual and other documents should consist of items referred to in 3.3.1.

4.4 Survey of the condition of the ship and its equipment

4.4.1 For all ships the survey should include the annual survey requirements of 3.4.1, and subject to the surveyor's satisfaction, the following additional items:

4.4.1.1 Pumping and piping system (including stripping system if fitted)

- .1 it should be verified from the Cargo Record Book that the pumping and stripping arrangements have been emptying the tanks efficiently and are all in working order.

4.4.1.2 Underwater discharge arrangements

- .1 confirmation that the discharge outlet(s) are in good condition.

4.4.1.3 Recording devices

- .1 testing the satisfactory operation of the recording device by a simulation test or equivalent.

4.4.1.4 Ventilation equipment for residue removal

- .1 testing to confirm the satisfactory operation of ventilation equipment.

4.5 Completion of survey

4.5.1 After satisfactory survey, the NLS Certificate or the Certificate of Fitness should be endorsed; the latter only if the intermediate survey covering all the other requirements of the Bulk Chemical Codes has been carried out.

4.5.2 If a survey shows that the condition of the ship or its equipment is unsatisfactory, the surveyor should be guided by the requirements of Regulation 10(2)(c).

5 PERIODICAL SURVEY (RENEWAL SURVEY)

5.1 Periodicity

5.1.1 The period between periodical surveys shall not exceed five years, as provided in regulation 10.

5.2 General

5.2.1 The periodical survey, as required by regulation 10(1)(b) should be such as to ensure that the structure, equipment, systems, fittings, arrangements and materials comply with the relevant requirements of Annex II and should thus serve as a basis for renewal of the NLS Certificate, or Certificate of Fitness, for a period not exceeding 5 years.

5.3 Examination of Certificates, Cargo Record Books, Procedures and Arrangements Manuals and other documents

5.3.1 The examination of current Certificates, Cargo Record Book, Procedures and Arrangements Manual and other documents, should consist of items referred to in 3.3.1.

5.4 Survey of the condition of the ship and its equipment

5.4.1 For all ships the survey should include, in addition to the intermediate survey requirements of 4.4.1, an examination of all fittings and equipment to confirm the satisfactory condition, including testing of such equipment as detailed below:

5.4.1.1 Pumping and piping system (including stripping system if fitted)

- .1 at least two selected cargo tanks and their associated pumps and stripping systems should be subjected to water tests in accordance with the Standards. These should be selected at random by the surveyor, who may at his discretion require other cargo tanks and their associated pumps and stripping systems to be similarly tested.

5.4.1.2 Tank washing system and equipment

- .1 as for 2.4.1.2.

5.4.1.3 Underwater discharge arrangements

- .1 as for 2.4.1.3.

5.4.1.4 Residue discharge system

- .1 as for 2.4.1.4.

5.4.1.5 Recording devices

- .1 as for 2.4.1.5.2.
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5.4.1.6 Ventilation equipment for residue removal

.1 as for 2.4.1.6.

5.4.1.7 Heating system

.1 as for 2.4.1.7

5.5 Completion of survey

5.5.1 After satisfactory survey, the NLS Certificate or the Certificate of Fitness, shall be issued; the latter only if the periodical survey covering all the other requirements of the Bulk Chemical Codes has been satisfactorily carried out.

5.5.2 If a survey shows that the condition of the ship or its equipment is unsatisfactory, the surveyor or recognized organization should be guided by the requirements of regulation 10(2)(c).
