

LOG BOOK (DECK)

IMO Company ID #: _____

M / V _____

of _____ Master _____

from _____ to _____

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Sample

Beaufort Wind Scale, Speed and Sea Disturbance Scale (WMO)

(as entered into force 1st January 1982 by World Meteorological Organization) [extract updated to revision date, refer to cover label]

Wind Speed in:				Sea Disturbance		Average height of
Beaufort	Knots	m/s	m.p.h.	Descriptive terms	Scale Disturbance in Beaufort	Wave, crest to trough
0..	< 1	0 - 0.2	< 1	calm	0	0 - 0
1..	1-3	0.3-1.5	1-3	light air	1	0.1-0.1
2..	4-6	1.6-3.3	4-7	light breeze	2	0.2-0.3
3..	7-10	3.4-5.4	8-12	gentle breeze	3	0.6-1.0
4..	11-16	5.5-7.9	13-18	moderate breeze	4	1.0-1.5
5..	17-21	8.0-10.7	19-24	fresh breeze	5	2.0-2.5
6..	22-27	10.8-13.8	25-31	strong breeze	6	3.0-4.0
7..	28-33	13.9-17.1	32-38	near gale	7	4.0-5.5
8..	34-40	17.2-20.7	39-46	gale	8	5.5-7.5
9..	41-47	20.8-24.4	47-54	strong gale	9	7.0-10.0
10..	48-55	24.5-28.4	55-63	storm	10	9.0-12.5
11..	56-63	28.5-32.6	64-72	violent storm	11	11.5-16.0
12..	64- >	32.7- >	73- >	Hurricane	12	14- >

Symbols used in weather charts (WMO)

ww	0	1	2	3	4	5	6	7	8	9
00	○	○	○	○	∞	∞	∞	∞	∞	∞
10	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
20	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
30	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
40	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
50	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
60	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
70	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
80	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖
90	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖	⊖

ww - Present Weather

00-49 No precipitation at ship at time of observation

00-03 Change of Sky in Last Hour

- 00 Cloud development not observed or not observable
- 01 Clouds dissolving or becoming less developed
- 02 State of sky on the whole unchanged
- 03 Clouds forming or developing

04-09 Haze, Dust, Sand or Smoke

- 04 Visibility reduced by smoke, e. g. industrial smoke, volcanic ash
- 05 Haze
- 06 Widespread dust in suspension in the air, not raised by wind at or near ship at time of observation
- 07 Blowing spray at the station
- 09 Duststorm or sandstorm within sight at the time of observation or during the preceding hour

10-12 Shallow Fog or Mist

- 10 Mist [visibility 1000 metres or more]
- 11 Shallow fog in patches
- 12 Shallow fog, not more or less continuous } Not deeper than 10 m at sea or 2 m ashore

13-16 Phenomena Within Sight but not at Station

- 13 Lightning visible, not thunder heard
- 14 Precipitation, not reaching the ground or surface of sea
- 15 Precipitation beyond 3 miles, reaching surface
- 16 Precipitation within 3 miles, reaching surface

17 Thunder audible during the 10 minutes preceding the time of observation, but no precipitation at time of observation

18-19 Phenomena Within Last Hour or at Time of Observation

- 18 Squall(s)
- 19 Funnel cloud(s) (Tornado cloud or waterspout) } at or within sight of ship

20-29 Phenomena Within Last Hour but not at Time of Observation

- 20 Drizzle (not freezing) or snow grains
- 21 Rain (not freezing)
- 22 Snow } Not in showers
- 23 Rain and snow, or ice pellets
- 24 Drizzle or rain, freezing
- 25 Shower(s) of rain
- 26 Shower(s) of snow, or of rain and snow
- 27 Shower(s) of hail, or of hail and rain
- 28 Fog in the past hour but not at present (visibility was less than 1000 m now is 1000 m or more)
- 29 Thunderstorm, with or without precipitation or lightning

30-35 Duststorm, Sandstorm, Drifting or Blowing Snow, all terms refer to development during the preceding hour

- 30 Duststorm or sandstorm, decreasing, * slight or moderate
- 31 Duststorm or sandstorm, unchanging, * slight or moderate
- 32 Duststorm or sandstorm, increasing, * slight or moderate
- 33 Duststorm or sandstorm, decreasing, * severe
- 34 Duststorm or sandstorm, unchanging, * severe
- 35 Duststorm or sandstorm, increasing, * severe
- 36 Drifting snow, below eye level, slight or moderate
- 37 Drifting snow, below eye level, heavy
- 38 Blowing snow, above eye level, slight or moderate
- 39 Blowing snow, above eye level, heavy

40-49 Fog at Time of Observation

- 40 Fogbank at a distance at the time of observation, but not at ship during last hour, the fog extending to a level above that of the observer. (Visibility 1000 m or more)

41-49 Visibility less than 1000 m

- 41 Fog in patches
- 42 Fog, thinning in last hour, sky discernible
- 43 Fog, thinning in last hour, sky not discernible
- 44 Fog, unchanging in last hour, sky discernible
- 45 Fog, unchanging in last hour, sky not discernible
- 46 Fog, beginning or thickening in last hour, sky discernible
- 47 Fog, beginning or thickening in last hour, sky not discernible
- 48 Fog, depositing rime, sky discernible
- 49 Fog, depositing rime, sky not discernible

* (These terms refer to development during the preceding hour.)

50-59 Drizzle

- 50 Slight drizzle, intermittent
- 51 Slight drizzle, continuous
- 52 Moderate drizzle, intermittent
- 53 Moderate drizzle, continuous
- 54 Dense drizzle, intermittent
- 55 Dense drizzle, continuous
- 56 Freezing drizzle, slight
- 57 Freezing drizzle, moderate or dense
- 58 Drizzle and rain, slight
- 59 Drizzle and rain, moderate or dense

60-69 Rain

- 60 Slight rain, intermittent
- 61 Slight rain, continuous
- 62 Moderate rain, intermittent
- 63 Moderate rain, continuous
- 64 Heavy rain, intermittent
- 65 Heavy rain, continuous
- 66 Freezing rain, slight
- 67 Freezing rain, moderate or heavy
- 68 Rain or drizzle and snow, slight
- 69 Rain or drizzle and snow, moderate or heavy

70-79 Solid Precipitation, Not in Showers

- 70 Slight fall of snow flakes, intermittent
- 71 Slight fall of snow flakes, continuous
- 72 Moderate fall of snow flakes, intermittent
- 73 Moderate fall of snow flakes, continuous
- 74 Heavy fall of snow flakes, intermittent
- 75 Heavy fall of snow flakes, continuous
- 76 Ice prisms
- 77 Snow grains
- 78 Isolated starlike snow crystals
- 79 Ice pellets

80-90 Showery Precipitation. No thunder at time of observation or during preceding hour

- 80 Slight rain shower(s)
- 81 Moderate or heavy rain shower(s)
- 82 Violent rain shower(s)
- 83 Slight shower(s) of rain and snow
- 84 Moderate or heavy shower(s) of rain and snow
- 85 Slight snow shower(s)
- 86 Moderate or heavy snow shower(s)
- 87 Slight showers of soft or small hail*
- 88 Moderate or heavy showers of soft or small hail*
- 89 Slight showers of hail*
- 90 Moderate or heavy showers of hail* } Not associated with thunder

(* The hail may be accompanied by rain, snow, or both)

91-94 Thunderstorm* during the Preceding Hour but not at the Time of Observation

- 91 Slight rain
- 92 Moderate or heavy rain
- 93 Slight snow, or rain and snow mixed, or hail
- 94 Moderate or heavy snow, or rain and snow, mixed, or hail

* [Thunder heard; lightning may or may not be seen]

95-99 Thunderstorm at Time of Observation

- 95 Slight or moderate thunderstorm without hail
- 96 Slight or moderate thunderstorm with hail
- 97 Heavy thunderstorm without hail
- 98 Thunderstorm with dust or sandstorm
- 99 Heavy thunderstorm with hail

DECK LOG BOOK*

No. _____

Vessel: _____ Call-Sign: _____

IMO Ship Identification No.: _____

Port of Registry: _____

Gross Tons: _____ Net Tons: _____

Length o. a.: _____ Breadth o. a.: _____

Commanded by: _____

Following Log Books, data sheets and/or records are part of this Log Book: See opposite page.

Following check lists are considered: See opposite Page.

Commencing: _____ Closed: _____

Working language aboard: _____

* with extracts of various IMO sources / publications all relating to Log Book entries, certain safety actions, watchkeeping etc. incorporating all amendments.

Extracted from:

IMO: SOLAS 1974 Convention and Protocol
IMO: SOLAS IBC, GC Code
IMO: SOLAS IBC, BCH Code
IMO: COLREGS 1972 amended up to
IMO: IMO LOAD LINES 1988 amended up to
IMO: STCW 1978 + 1995 and Manila as amended

ILC:
Canada: Shipping Act
Cayman Islands: Merchant Shipping Law (2016 Revision)
Liberia: Maritime Law
Marshall Islands: Marine Guidelines
USA: Title 33 + 46 CFR



Entries to be made into the Deck Log Book and Engine Log Book, to comply with international IMO regulations checked to revision date as stated on label of cover.

Deck Log Book

Records of navigational activities

All ships engaged on international voyages shall keep on board a record of navigational activities and incidents which are of importance to safety of navigation and which must contain sufficient detail to restore a complete record of the voyage, taking into account the recommendations adopted by the Organization. When such information is not maintained in the ship's log-book, it shall be maintained in another form approved by the Administration.

SOLAS chapt. V Reg. 28

GUIDELINES FOR THE RECORDING OF EVENTS RELATED TO NAVIGATION

Regulation V/28 of the 1974 SOLAS Convention, as amended, requires all ships engaged on international voyages to keep on board a record of navigational activities and incidents which are of importance to safety of navigation and which must contain sufficient detail to restore a complete record of the voyage, taking into account the recommendations adopted by the Organization.

This resolution aims at providing guidance for the recording of such events:

1 Recording of information related to navigation

In addition to national requirements, it is recommended that the following events and items, as appropriate, be among those recorded:

- .1 before commencing the voyage
Details of all data relating to the general condition of the ship should be acknowledged and recorded, such as manning and provisioning, cargo aboard, draught, result of stability/stress checks when conducted, inspections of controls, the steering gear and navigational and radio-communication equipment.
- .2 during the voyage
Details related to the voyage should be recorded, such as courses steered and distances sailed, position fixings, weather and sea conditions, changes to the voyage plan, details of pilots' embarkation/disembarkation, and entry into areas covered by, and compliance with, ship routing or reporting systems.
- .3 on special events
Details on special events should be recorded, such as death and injuries among passengers and crew and passengers, malfunctions of shipboard equipment and aids to navigation, potentially hazardous situations, emergencies and distress messages received.
- .4 when the ship is at anchor or in a port
Details on operational or administrative matters and details related to the safety and security of the ship should be recorded.

2 Method of recording

SOLAS regulation V/28 requires that, if the records of navigational activities are not maintained in the ship's log-book, they should be maintained in another form approved by the Administration. Methods of recording should be permanent and may be handwritten, electronic or mechanical.

3 Non-duplication

In general, information on the events and items specified in paragraph 1, which are adequately recorded in a special-purpose log, need not be duplicated in the ship's log book.

4 Preservation of records

In order to be able to restore a complete record of the voyage, records should be maintained as follows:

- .1 each page of the ship's log-book should have a page number printed on it, and handwritten records which need correction should not be erased or removed but should be rewritten after crossing out the incorrect version;
- .2 the times used in automatic and permanent recording facilities should be synchronized by using a common clock;
- .3 electronically or mechanically input records should be protected by means to prevent them from being deleted, destroyed or overwritten; and
- .4 irrespective of the method of recording, ships should keep records for as long as the Administration concerned requires, provided the fixed period is not less than one year.

Resolution A.916(22) – Annex – 22 January 2002

ALL SHIPS

WITHIN 12 HOURS BEFORE DEPARTURE

Steering gear – testing and drills

- 26.1 Within 12 hours before departure, the ship's steering gear shall be checked and tested by the ship's crew. The test procedure shall include, where applicable, the operation of the following:

- .1 the main steering gear;
- .2 the auxiliary steering gear;
- .3 the remote steering gear control systems;
- .4 the steering positions located on the navigating bridge;
- .5 the emergency power supply;
- .6 the rudder angle indicators in relation to the actual position of the rudder;
- .7 the remote steering gear control system power failure alarms;
- .8 the steering gear power unit failure alarms; and
- .9 automatic isolating arrangements and other automatic equipment.

26.2 The checks and tests shall include:

- .1 the full movement of the rudder according to the required capabilities of the steering gear;
- .2 a visual inspection of the steering gear and its connecting linkage; and
- .3 the operation of the means of communication between the navigating bridge and steering gear compartment.

- 26.6 The date upon which the checks and tests prescribed in paragraphs 1 and 2 are carried out and the date and details of emergency steering drills carried out under paragraph 4, shall be recorded

SOLAS chapt. V Reg. 26.1 + .2 + .6

IN PORT AND/OR BEFORE LEAVING PORT

20.2 Operational readiness

Before the ship leaves port and at all times during the voyage, all life-saving appliances shall be in working order and ready for immediate use.

- 19.2.3 Whenever new passengers embark, a passenger safety briefing shall be given immediately before sailing, or immediately after sailing. The briefing shall include the instructions required by regulations 8.2 and 8.4 and shall be made by means of an announcement, in one or more languages likely to be understood by the passengers. The announcement shall be made on the ship's public address system, or by other equivalent means likely to be heard at least by the passengers who have not yet heard it during the voyage. The briefing may be included in the muster required by paragraph 2.2 if the muster is held immediately upon departure. Information cards or posters or video programmes displayed on ships video displays may be used to supplement the briefing, but may not be used to replace the announcement.

- 8.2 Clear instructions to be followed in the event of an emergency shall be provided for every person on board. In the case of passenger ships these instructions shall be drawn up in the language or languages required by the ship's flag State and in the English language.

- 8.4 Illustrations and instructions in appropriate languages shall be posted in passenger cabins, and be conspicuously displayed at muster stations and other passenger spaces to inform passengers of:

- .1 their muster station;
- .2 the essential actions they must take in an emergency;
- .3 the method of donning life jackets.

SOLAS chapt. III Reg. 20 in connection with Reg. 19.2.3 and 8.2 and 8.4

- 22.6 Watertight doors fitted in watertight bulkheads dividing cargo between deck spaces in accordance with regulation 13.9.1 shall be closed before the voyage commences and shall be kept closed during navigation; the time of opening such doors in port and of closing them before the ship leaves port shall be entered in the log-book.

SOLAS chapt. II-1 Reg. 22.6

- 24.3 Watertight doors or ramps fitted internally to subdivide large cargo spaces shall be closed before the voyage commences and shall be kept closed during navigation; the time of opening such doors in port and of closing them before the ship leaves port shall be entered in the log-book.

STCW Code Chapt. VIII Reg. 31

Periodic checks of navigational equipment

9. Operational test of shipboard navigational equipment should be carried out at sea as frequently as practicable and as circumstances permit, in particular when hazardous conditions affecting navigation are expected; where appropriate these tests should be recorded.

STCW Code Chapt. VIII, Reg. 33

24 H AFTER EMBARKATION

19.2.2 On a ship engaged on a voyage where passengers are scheduled to be on board for more than 24 h, musters of newly-embarked passengers shall take place prior or immediately upon departure. Passengers shall be instructed in the use of the lifejackets and the action to take in an emergency.

19.2.3 Whenever new passengers embark, a passenger safety briefing shall be given immediately before departure, or immediately after departure. The briefing shall include the instructions required by regulations 8.2 and 8.4, and shall be made by means of an announcement, in one or more languages likely to be understood by the passengers. The announcement shall be made on the ship's public address system, or by other equivalent means likely to be heard at least by the passengers who have not yet heard it during the voyage. The briefing may be included in the muster required by paragraph.

19.5 The date when musters are held, details of abandon ship drills and fire drills, drills of other life-saving appliances and on-board training shall be recorded in such log-book as may be prescribed by the Administration. If a full muster, drill or training session is not held at the appointed time, an entry shall be made in the log-book stating the circumstances and the extent of the muster, drill or training session held.

SOLAS chapt. III Reg. 19.2.2 + Reg. 19.5

WEEKLY**20.6 Weekly inspection**

The following tests and inspections shall be carried out weekly and a report of the inspection shall be entered in the log-book:

20.6.1 all survival craft, rescue boats and launching appliances shall be visually inspected to ensure that they are ready for use. The inspection shall include, but is not limited to, the condition of hooks, their attachment to the lifeboat and the on-load release gear being properly and completely reset;

20.6.2 all engines in lifeboats and rescue boats shall be run for a total period of not less than 3 min provided the ambient temperature is above the minimum temperature required for starting and running the engine. During this period of time, it should be demonstrated that the gearbox and gearbox train are engaging satisfactorily. If the special characteristics of an outboard motor fitted to a rescue boat would not allow it to be run other than with its propeller submerged for a period of 3 min, a suitable water supply may be provided. In special cases the Administration may waive this requirement for ships constructed before 1 July 1986; and

20.6.3 lifeboats, except free-fall lifeboats, on cargo ships shall be moved from their stowed position, without any persons on board, to the extent necessary to demonstrate satisfactory operation of launching appliances, if weather and sea conditions so allow; and

20.6.4 the general emergency alarm system shall be tested.

SOLAS chapt. III Reg. 20.6

Steering gear: Testing and drills

26.1 Within 12 hours before departure, the ship's steering gear shall be checked and tested by the ship's crew. The test procedure shall include, where applicable, the operation of the following:

- .1 the main steering gear;
- .2 the auxiliary steering gear;
- .3 the remote steering gear control systems;
- .4 the steering positions located on the navigation bridge;
- .5 the emergency power supply;
- .6 the rudder angle indicators in relation to the actual position of the rudder;
- .7 the remote steering gear control system power failure alarms;
- .8 the steering gear power unit failure alarms; and
- .9 automatic isolating arrangements and other automatic equipment.

26.2 The checks and tests shall include:

- .1 the full movement of the rudder according to the required capabilities of the steering gear;
- .2 a visual inspection for the steering gear and its connecting linkage; and
- .3 the operation of the means of communication between the navigation bridge and steering gear compartment.

26.5 The Administration may waive the requirement to carry out the checks and tests prescribed in paragraphs 1 and 2 for ships which regularly engage on voyages of short duration. Such ships shall carry out these checks and tests at least once every week.

26.6 The date upon which the checks and tests prescribed in paragraphs 1 and 2 are carried out and the date and details of emergency steering drills carried out under paragraph 4, shall be recorded.

SOLAS chapt. V Reg. 26.1 and 26.6

AT LEAST ONCE A MONTH

19.3.4.4 In the case of a lifeboat arranged for free-fall launching, at least once every three months during an abandon ship drill the crew shall board the lifeboat, properly secure themselves in their seats and commence launch procedures up to but not including the actual release of the lifeboat (i.e., the release hook shall not be released). The lifeboat shall then either be free-fall launched with only the required operating crew on board, or lowered into the water by means of the secondary means of launching with or without the operating crew on board. In both cases, the lifeboat shall thereafter be manoeuvred in the water by the operating crew. At intervals of not more than six months, the lifeboat shall either be launched by free-fall with only the operating crew on board, or simulated launching shall be carried out in accordance with the guidelines developed by the Organization^{***}.

SOLAS chapt. III Reg. 19.3.4.4

EVERY MONTH

19.3.2 Every crew member shall participate in at least one abandon ship drill and one fire drill every month. The drills of the crew shall take place within 24 h of the ship leaving a port if more than 25 % of the crew have not participated in abandon ship and fire drills on board that particular ship in the previous month. When a ship enters service for the first time, after modification of a major character or when a new crew is engaged, these drills shall be held before sailing. The Administration may accept other arrangements that are at least equivalent for those classes of ship for which this is impracticable.

19.3.5 The date when musters are held, details of abandon ship drills and fire drills, enclosed space entry and rescue drills, drills of other life-saving appliances and on board training shall be recorded in such log-book as may be prescribed by the Administration. If a full muster, drill or training session is not held at the appointed time, an entry shall be made in the log-book stating the circumstances and the extent of the muster, drill or training session held.

SOLAS chapt. III Reg. 19.3.2 and Reg. 19.5**

EACH MONTH

19.3.4.6 As far as is reasonable and practicable, rescue boats other than lifeboats which are also rescue boats, shall be launched each month with their assigned crew aboard and manoeuvred in the water. In all cases this requirement shall be complied with at least once every 3 months.

SOLAS chapt. III Reg. 19.3.4.6

MONTHLY

Inspection of the life-saving appliances, including lifeboats equipment, shall be carried out monthly using the checklist required by regulation 36.1 to ensure that they are complete and in good order (immersion suits and anti-exposure suits as well). A report of the inspection shall be entered in the log-book.

36 Instructions for on-board maintenance of life-saving appliances shall be easily understood, illustrated wherever possible, and as appropriate, shall include the following for each appliance:

36.1 A checklist for use when carrying out the inspections required by regulation 20.7.

SOLAS chapt. III Reg. 36 and Reg. 36.1

ANY PERIOD OF 2 MONTHS

19.3.3 Crew members with enclosed space entry or rescue responsibilities shall participate in an enclosed space entry and rescue drill to be held on board the ship at least once every two months.

SOLAS chapt. III Reg. 19.3.3

19.3.6.2 Each enclosed space entry and rescue drill shall include:

- .1 checking and use of personal protective equipment required for entry;
- .2 checking and use of communication equipment and procedures;
- .3 checking and use of instruments for measuring the atmosphere in enclosed spaces;
- .4 checking and use of rescue equipment and procedures; and
- .5 instructions in first aid and resuscitation techniques.^{*}

SOLAS chapt. III Reg. 19.3.6.2

19.4.1 On-board training in the use of the ship's life-saving appliances, including survival craft equipment, and in the use of the ship's fire-extinguishing appliances shall be given as soon as possible but not later than 2 weeks after a crew member joins the ship. However, if the crew member is on a regularly scheduled rotating assignment to the ship, such training shall be

* Text see III – In port and/or before leaving port

** Text see VI 24 h after embarkation

*** Refer to Measures to prevent accidents with lifeboats (MSC.1/Circ.1296).

IMO
Crew List

Nos.	Family names, given names	CoC or CoP*	Rank or rating	Nationality	Date and place of birth	Nature and number of identity document	Date of joining	Date of leaving
37								
38								
39								
40								
41								
42								
43								
44								
45								
46								
47								
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49								
50								
51								
52								
53								
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58								
59								
60								
61								
62								
63								
64								
65								
66								
67								
68								
69								
70								
71								
72								

*) Qualifications according to STCW



IMO Safety record MARPOL and national environmental regulations.

Safety records may be kept in separate logs as regulated in the vessel's Safety Management Manual according to ISM. If the Deck Log is used, entries concerning the engine department may be recorded in the Engine Log Book.

All Ships

Check no.	Activity	Interval	Kind of check	Extracted from
Steering devices:				
1	<p>1 Within 12 hours before departure, the ship's steering gear shall be checked and tested by the ship's crew. The test procedure shall include, where applicable, the operation of the following:</p> <ul style="list-style-type: none"> .1 the main steering gear; .2 the auxiliary steering gear; .3 the remote steering gear control systems; .4 the steering positions located on the navigating bridge; .5 the emergency power supply; .6 the rudder angle indicators in relation to the actual position of the rudder; .7 the remote steering gear control system power failure alarms; .8 the steering gear power unit failure alarms; and .9 automatic isolating arrangements and other automatic equipment. <p>2 The checks and tests shall include:</p> <ul style="list-style-type: none"> .1 the full movement of the rudder according to the required capabilities of the steering gear; .2 a visual inspection of the steering gear and its connecting linkage; and .3 the operation of the means of communication between the navigating bridge and steering gear compartment. <p>5 The Administration may waive the requirements to carry out the checks and tests prescribed in paragraphs 1 and 2 (quoted at position no. 1) for ships which regularly engage on voyages of short duration. Such ships shall carry out these checks and tests at least once every week.</p> <p>6 The date upon which the checks and tests prescribed in paragraphs 1 and 2 are carried out and the date and details of emergency steering drills carried out under paragraph 4 (quoted at interval of once every 3 months) shall be recorded.</p>	<p>within 12 hours before departure</p> <p>at least once every week</p> <p>once every 3 month</p>	<p>F+D</p> <p>E</p> <p>F</p>	<p>SOLAS chapt. V Reg. 26.1</p> <p>SOLAS chapt. V Reg. 26.2</p> <p>SOLAS chapt. V Reg. 26.5</p> <p>SOLAS chapt. V Reg. 26.6</p>
Checks carried out		Date last check: ...testing + drills	please enter page no:	
		Date last check: emergency steering	please enter page no:	
		Date last check: ...Admin. waived requirements	please enter page no:	
2	<p>4 In addition to the routine checks and tests prescribed in paragraphs 1 and 2 (quoted at position no. 1), emergency steering drills shall take place at least once every three months in order to practise emergency steering procedures. These drills shall include direct control from within the steering gear compartment, the communications procedure with the navigating bridge and, where applicable, the operation of alternative power supplies.</p> <p>6 The date upon which the checks and tests prescribed in paragraphs 1 and 2 are carried out and the date and details of emergency steering drills carried out under paragraph 4, shall be recorded.</p>	<p>at least once every 3 months</p> <p>at least once every 3 months</p>	<p>F+D</p> <p>E</p>	<p>SOLAS chapt. V Reg. 26.4</p> <p>SOLAS chapt. V Reg. 26.6</p>
Drills carried out		Date last check:	please enter page no:	
Electric safety devices:				
3	<p>Emergency source of electrical power (PAX + CARGO) Provision shall be made for the periodic testing of the complete emergency system and shall include the testing of automatic starting arrangements.</p> <p>43... Self-contained emergency (e-) source of electrical power; associated transforming equipment, if any, transitional source of e-power; e-switch-board and e-lighting switchboard; e-generator; e-lighting; navigation and position lights; VHF, MF, HF / HF radio and ship earth station; internal communication equipment; fire detection and fire alarm systems; daylight signalling lamp; ship's whistle; manually operated call points; internal signals required in an emergency; fire pumps; steering gear; ...</p> <p>7 Provision shall be made for the periodic testing of the complete emergency system and shall include the testing of automatic starting arrangements.</p>	<p>weekly</p> <p>weekly</p> <p>weekly</p>	<p>F</p> <p>F</p> <p>F</p>	<p>SOLAS chapt. II-1, Reg. 42.7 and 43.7</p>
Tests carried out		Date last check:	please enter page no:	
4	<p>3.4.9 Emergency lighting for mustering and abandonment shall be tested at each abandon ship drill.</p> <p>5 The date when musters are held, details of abandon ship drills and fire drills, drills of other life-saving appliances and on-board training shall be recorded in such log-book as may be prescribed by the Administration. If a full muster, drill or training session is not held at the appointed time, an entry shall be made in the log-book stating the circumstances and the extent of the muster, drill or training session held.</p>	<p>every month</p> <p>every month</p>	<p>V</p> <p>E</p>	<p>SOLAS chapt. III part B, Reg. 19.3.4.9</p> <p>SOLAS chapt. III part B, Reg. 19.5</p>
Drills carried out		Date last check:	please enter page no:	
5	<p>9.2 All LLL* systems should have their luminance tested at least once every five years. Readings should be taken on site. If the luminance for a particular reading does not meet the requirement of these guidelines, readings should be taken in at least ten locations equally spaced apart in the space. If more than 30 % of the readings do not meet the requirements of these guidelines, the LLL should be replaced. If between 20 % and 30 % of the readings do not meet the requirements of these guidelines, the LLL* should be checked again in one year or may be replaced.</p> <p>*) LLL = Low-Location Lighting</p>	<p>at least each 5 years</p>	<p>V+F</p>	<p>IMO Resolution A.752(18) Reg. 9.2</p>
Checks carried out		Date last check:	please enter page no:	

D=Drill/training; E=Log entry; F=Functional check/test; I=Instruction; V=Inspection/visual check.

IMO Safety record MARPOL and national environmental regulations.

Safety records may be kept in separate logs as regulated in the vessel's Safety Management Manual according to ISM. If the Deck Log is used, entries concerning the engine department may be recorded in the Engine Log Book.

All Ships

Check no.	Activity	Interval	Kind of check	Extracted from
31	3.4.4 In the case of a lifeboat arranged for free-fall launching, at least once every three months during an abandon ship drill the crew shall board the lifeboat, properly secure themselves in their seats and commence launch procedures up to but not including, the actual release of the lifeboat (i.e., the release hook shall not be released). The lifeboat shall then either be free-fall launched with only the required operating crew on board, or lowered into the water by means of the secondary means of launching with or without the operating crew on board. In both cases the lifeboat shall thereafter be manoeuvred in the water by the operating crew. At intervals of not more than six months, the lifeboat shall either be launched by free-fall with only the operating crew on board, or simulated launching shall be carried out in accordance with the guidelines developed by the Organization.	at least once every 3 months	D	SOLAS chapt. III part B, Reg. 19.3.4.4
	<div> <div>Launching + Manoeuvring carried out</div> <div> <div>Date last check: every 3 month</div> <div>please enter page no:</div> </div> </div> <div> <div>Date last check: every 6 month</div> <div>please enter page no:</div> </div>			
32	4.3 On-board training in the use of davit-launched liferafts shall take place at intervals of not more than 4 months on every ship fitted with such appliances. Whenever practicable this shall include the inflation and lowering of a liferaft. This liferaft may be a special liferaft intended for training purposes only, which is not part of the ship's life-saving equipment; such a special liferaft shall be conspicuously marked.	not more than 4 months	D	SOLAS chapt. III part B, Reg. 19.4.3
	5. The date when musters are held, details of abandon ship drills and fire drills, enclosed space entry and rescue drills, drills of other life-saving appliances and on-board training shall be recorded in such logbook as may be prescribed by the Administration. If a full muster, drill or training session is not held at the appointed time, an entry shall be made in the log-book stating the circumstances and the extent of the muster, drill or training session held.	not more than 4 months annually	E	SOLAS chapt. III part B, Reg. 19.5
	<div> <div>Training carried out</div> <div>Date last check:</div> <div>please enter page no:</div> </div>			
33	9 Periodic servicing of hydrostatic release units Hydrostatic release units, other than disposable hydrostatic release units, shall be serviced: .1 at intervals not exceeding 12 months, provided where in any case this is impracticable, the Administration may extend this period to 17 months; and .2 at a servicing station which is competent to service them, maintains proper servicing facilities and uses only properly trained personnel.	within 12 months however with extension 17 months	F	SOLAS chapt. III part B, Reg. 20.9. Reg. 20.9.1 SOLAS chapt. III part B, Reg. 20.9.2
	<div> <div>Service carried out</div> <div>Date last check aboard:</div> <div>please enter page no:</div> </div> <div> <div>Date last check service station</div> <div>please enter page no:</div> </div>			
34	4 Falls used in launching shall be inspected periodically with special regard for areas passing through sheaves, and renewed when necessary due to deterioration of the falls or at intervals of not more than 5 years, whichever is the earlier.	not more than 5 years	F	SOLAS chapt. III part B, Reg. 20.4
	<div> <div>Inspections carried out</div> <div>Date last check:</div> <div>please enter page no:</div> </div>			
35	11.1 Launching appliances shall be: .1 maintained in accordance with instructions for on-board maintenance as required by regulation 36; 36 Instructions for on-board maintenance of life-saving appliances shall be easily understood, illustrated wherever possible, and, as appropriate, shall include the following for each appliance: .1 a checklist for use when carrying out the inspections required by regulation 20.7; .2 maintenance and repair instructions; .3 schedule of periodic maintenance; .4 diagram of lubrication points with the recommended lubricants; .5 list of replaceable parts; .6 list of sources of spare parts; and .7 log for records of inspections and maintenance.	not exceeding 5 years	F	SOLAS chapt. III Reg. 20.11.1 SOLAS chapt. III Reg. 36
	<div> <div>Examination + Test carried out</div> <div>Date last check:</div> <div>please enter page no:</div> </div>			
36	8.2 Rotation deployment of marine evacuation systems In addition to or in conjunction with the servicing intervals of marine evacuation systems required in paragraph 8.1, each marine evacuation system should be deployed from the ship on a rotational basis at intervals to be agreed by the Administration provided that each system is to be deployed at least once every 6 years.	at least once every 6 years	F	SOLAS chapt. III part B, Reg. 20.8.2
	<div> <div>Checks carried out</div> <div>Date last check:</div> <div>please enter page no:</div> </div>			

D=Drill/training; E=Log entry; F=Functional check/test; I=Instruction; V=Inspection/visual check.

IMO Safety record MARPOL and national environmental regulations.

Safety records may be kept in separate logs as regulated in the vessel's Safety Management Manual according to ISM. If the Deck Log is used, entries concerning the engine department may be recorded in the Engine Log Book.

Passenger ships + RoPax

Check no.	Activity	Interval	Kind of check	Extracted from
37	5 The master shall ensure, before the ship leaves the berth on any voyage, that an entry in the log-book, as required by regulation 22.13, is made of the time of the last closing of the accesses referred to in paragraph 3.	before leaving port	V+E	SOLAS chapt. II-1, part B-4, Reg. 23.5
	Checks or entries carried out	Date last check entry:	please enter page no:	
38	1 Drills for the operating of watertight doors, slidescuttles, valves and closing mechanisms of scuppers, ash-chutes and rubbish-chutes shall take place weekly. In ships in which the voyage exceeds one week in duration a complete drill shall be held before leaving port, and others thereafter at least once a week during the voyage.	in port and/or before leaving port	V+E	SOLAS chapt. II-1, part B-4, Reg. 21.1
	2 All watertight doors, both hinged and power operated, in watertight bulkheads, in use at sea, shall be operated daily.			SOLAS chapt. II-1, part B-4, Reg. 21.2
	4 A record of all drills and inspections required by this regulation shall be entered in the log-book with an explicit record of any defects which may be disclosed.	before leaving port	E	SOLAS chapt. II-1, part B-4, Reg. 21.4
	Checks carried out	Date last check:	please enter page no:	
39	1 On completion of loading of the ship and prior to its departure, the master shall determine the ship's trim and stability and also ascertain and record that the ship is in compliance with stability criteria in the relevant regulations. The determination of the ship's stability shall always be made by calculation. The Administration may accept the use of an electronic loading and stability computer or equivalent means for this purpose.	before leaving port	V+E	SOLAS chapt. II-1, part B-4, Reg. 20.1
	Drills carried out	Date last check:	please enter page no:	
40	1 Drills for the operating of watertight doors, slidescuttles, valves and closing mechanisms of scuppers, ash-chutes and rubbish-chutes shall take place weekly. In ships in which the voyage exceeds one week in duration a complete drill shall be held before leaving port, and others thereafter at least once a week during the voyage.	before leaving port	V	SOLAS chapt. II-1, part B-4, Reg. 22.7
	4 A record of all drills and inspections required by this regulation shall be entered in the log-book with an explicit record of any defects which may be disclosed.			
	Checks carried out	Date last check:	please enter page no:	
41	3 The watertight doors and all mechanisms and indicators connected therewith, all valves, the closing of which is necessary to make a compartment watertight, and all valves the operation of which is necessary for damage control cross-connections shall be periodically inspected at sea at least once a week.	at least once a week	V	SOLAS chapt. II-1, part B-4, Reg. 21.3
	4 A record of all drills and inspections required by this regulation shall be entered in the log-book with an explicit record of any defects which may be disclosed.			SOLAS chapt. II-1, part B-4, Reg. 21.4
	Checks carried out	Date last check:	please enter page no:	
42	6.1.4.1.2.1 in ro-ro passenger ships, discharge valves for scuppers, fitted with positive means of closing operable from a position above the bulkhead deck in accordance with the requirements of the International Convention on Load Lines in force, shall be kept open while the ships are at sea;	if arising	E	SOLAS chapt. II-2, part B, Reg. 20.6.1.4
	6.1.4.1.2.2 any operation of valves referred to in paragraph 6.1.4.1.2.1 shall be recorded in the log-book;	if arising		SOLAS chapt. II-2, part B,
	Operation carried out	Date last check:	please enter page no:	

HSC-passenger- and cargo ships

Check no.	Activity	Interval	Kind of check	Extracted from
43	18.5.2 Emergency fire and evacuation drills for the crew shall be held on board the craft at intervals not exceeding one week for passenger craft and one month for cargo craft.	passenger: weekly cargo: monthly	D+I	HSC-Code 94
	18.5.3 Each member of each crew shall participate in at least one evacuation, fire and damage control drill per month.			
	18.5.7 The date when musters are held, details of abandon craft drills and fire drills, drills of other life-saving appliances and on-board training shall be recorded in such log-book as may be prescribed by the Administration. If a full muster, drill or training session is not held at the appointed time, an entry shall be made in the log-book stating the circumstances and the extent of the muster, drill or training session held. A copy of such information shall be forwarded to the operator's management.			
	Drills carried out	Date last check:	please enter page no:	

D=Drill/training; E=Log entry; F=Functional check/test; I=Instruction; V=Inspection/visual check.

Deck Log Book of

Don't read this

[illegible]

Noon position latitude $\phi =$ longitude $\lambda =$ Time at sea d h min + time river / port passage d h min

Day's run	=	h	min	NM	Day's average speed	kn	Total distance:	NM	+ distance river to berth	NM
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0002		00	02	0002	00	02	0002	000	0002	0002
0003		00	03	0003	00	03	0003	000	0003	0003
0004		00	04	0004	00	04	0004	000	0004	0004
0005		00	05	0005	00	05	0005	000	0005	0005
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Chr. error at UTC	h	min	s	daily rate	min	s	Current: set and drift	=	"	N/A
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Safety Records

[illegible]



Formularus- Sample



Formularus- Sample