

Passenger Ship Pre-Departure Checklist

Date:

| Ship data | Ship Company | Ship Name | Departure Date | | Port of Departure | Port of Destination |
|--------------|---|------------|-----------------|---|----------------------|------------------------|
| | | | (Date and time) | | | |
| No. | Item | Compliance | | Remark | | |
| | | Yes | No | | | |
| 1 | The number and qualifications of the crew complies with regulation. | | | Minimum number of crew: _____ Actual number of crew: _____ | | |
| 2 | The actual number of passengers onboard is within the maximum number of passengers. | | | Maximum number of passengers: _____ Actual number of passengers onboard: _____ | | |
| 3 | Examine the condition of telecommunications equipment. | | | | | |
| 4 | No significant damage to the appearance and structure of the ship. | | | | | |
| 5 | Fences of gunwale are well fastened. | | | | | |

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|----|--|--|--|---|
| 6 | Life jackets are kept in places clearly marked and easily accessible to the crew and passengers. | | | Number of life jackets:_____ |
| 7 | Life jackets are kept in places unlocked and free of stacked articles. | | | |
| 8 | Lifebuys are kept in places easily accessible; half the lifebuys have a self-igniting light attached. | | | Number of lifebuys: ____ |
| 9 | Fire extinguishers are kept in clearly marked places. | | | |
| 10 | Fire extinguishers are sufficient and within the expiration date. | | | Number of fire extinguishers:_____ |
| 11 | Life rafts and lifeboats are kept at fixed locations marked with clear instructions. | | | Number of life rafts:_____ Number of lifeboats:_____ |
| 12 | Appearance and structure of life rafts are complete and free of improper bindings. | | | |
| 13 | Exits are free of stacked obstacles (and open and close normally): evacuation route is clearly marked. | | | |

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| 14 | Watertight doors are in good condition. | | | |
| 15 | The radio communications function normally. | | | |
| 16 | Radar or VDR or AIS is activated normally. | | | |
| 17 | Parachute signals and smoke signals are within their effective term; self-igniting light is kept at a fixed location on the ship. | | | |
| 18 | Main and auxiliary engines are verified to function well before navigation; oil stocks are checked and recorded in the logbook. | | | |
| 19 | The steering gear is tested and recorded in the logbook before navigation. | | | |
| 20 | The steps of wearing a life jacket are displayed or demonstrated before navigation; fire drill is implemented according to the regulation and recorded in the logbook. | | | |

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|----|--|--|--|--|
| 21 | The passenger ship safety certificate, passenger insurance certificate, and muster list are posted in an eye-catching place in every passenger cabin | | | |
| 22 | Check the load line (load line certificate, sign, whether overloaded or tilted). | | | |
| 23 | Familiar with each function of EPIRB; storage batteries and parts are valid for use. | | | |
| 24 | Hatch covers, deck openings, and watertight doors are closed; luggage and cargos are fastened properly. | | | |
| 25 | Receive weather forecasts of scheduled voyages and evaluate the marine weather. | | | |
| 26 | Execute safety check before navigation. | | | |
| 27 | Abide by the navigation limitations. | | | |
| 28 | Other necessary acts related to navigation safety. | | | |

1. Tick each item in the “Compliance (Yes)” column.
2. In case of noncompliance affecting navigation safety, navigation shall be prohibited, and the cause of noncompliance shall be reported to the shipping administration authority.

Chief Engineer:_____ Master of the ship:_____