

dated 28.12.2023

CIRCULAR LETTER

Entry-into-force date: 01.01.2024

Cancels / amends / adds Circular Letter No.

dated

Number of pages: 1+10

Re: Guidelines on Technical Supervision of Ships in Service and Annexes thereto, 2023, ND No. 2-030101-009-E, Parts II "Carrying out classification surveys of ships" and III "Survey of ships in compliance with international conventions, codes, resolutions and rules for the equipment of sea-going ships", and Annex 11 "Remote surveys".

No. 311-05-1986c

The requirements for Initial survey of the ship for the RS class assignment, procedures for reviewing passages and standard towing, and remote survey have been amended.

Instructions of application

- 1. Bring the content of the Circular Letter to the notice of the RS surveyors, interested organizations and persons in the area of the RS Branch Offices' activity.
- 2. Apply the provisions of the Circular Letter during survey of ships and offshore installations in service starting from 01.01.2024.

Appendices:

Appendix 1: information on amendments introduced by the Circular Letter

Appendix 2: text of amendments

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Amended paras/chapters/sections	Item(s)/Type(s) of supervision and their particulars	Information on amendments	Remarks
Part II, para 5.2.3.3.3	Oil tankers and chemical tankers Survey of a ship in connection with transfer of class for the ship Hull class entry survey	Additional plans required for oil tankers, allowing survey of cargo tanks of oil tankers aged between 10 and 15 years, from surrounding ballast tank(s) and void spaces and deck structure, are introduced	IACS PR 1A (Rev.9 Aug 2023)
Part II, para 5.3.3.2.2	Ships Initial survey of the ship for class assignment Technical documentation	Documentation on ship's stability has been specified	IACS PR 1D
Part II, para 5.3.3.11	Ships Initial survey of the ship for class assignment	Scope of initial survey of the ship has been corrected and specified	IACS PR 1D
Part II, para 5.3.4.1	Ships Initial survey of the ship for class assignment Technical documentation	Documentation on ship's stability has been specified	IACS PR 1D
Part II, para 8.2.4 (deleted)	Ships in service Passage Passage Plan	The concept of considering passages has been amended with a view of excluding the need for unnecessary authorization/control of RS divisions by RS Head Office (RHO). Existing para 8.2.4 has been deleted. Paras 8.2.5 — 8.2.12 have been renumbered 8.2.4 — 8.2.11 accordingly	
Part II, Table 8.2.4	Ships in service Passage Passage Plan	In view of excluding the need for unnecessary authorization/control of RS divisions by RHO, the Table has been supplemented with the passage type for Laid-up Ships and Ships in Conservation	

Information on amendments introduced by the Circular Letter

Amended	Item(s)/Type(s) of supervision and their	Information on amendments	Remarks
paras/chapters/sections Part II, paras 8.2.8	particulars Ships in service	RS divisions have been authorized to	
and 8.2.9	Passage Passage Plan	review passage plans	
Part II, para 8.3.2	Ships in service Passage Ship's survey in connection with the passage	RS divisions have been authorized to arrange ship's survey in connection with the passage	
Part II, paras 8.4.1 – 8.4.8	Ships in service Passage Passage Plan	RS divisions have been authorized to review passage plans	
Part II, para 8.5.1	Ships in service Passage Passage Plan	RS divisions have been authorized to review passage plans	
Part II, para 8.5.4	Ships in service Passage Passage Plan	RS divisions have been authorized to review passage plans	
Part II, paras 8.6.1 – 8.6.3	Ships in service Passage Ship's survey in connection with the passage	Provisions on authorization/control of RS divisions by RHO has been excluded	
Part II, para 8.6.7	Ships in service Passage Ship's survey in connection with the passage	Provisions on authorization/control of RS divisions by RHO has been excluded	
Part II, para 8.6.24	Ships in service Passage Ship's survey in connection with the passage	Provisions on authorization/control of RS divisions by RHO has been excluded	
Part II, para 8.7.3	Ships in service Passage Ship's survey in connection with the passage	Provisions on authorization/control of RS divisions by RHO has been excluded	

Amended paras/chapters/sections	Item(s)/Type(s) of supervision and their particulars	Information on amendments	Remarks
Part II, para 8.7.8	Ships in service Passage Documents' issuance	Provisions on authorization/control of RS divisions by RHO has been excluded	
Part II, para 8.8.2	Ships in service Standard Towing	Provisions on authorization/control of RS divisions by RHO has been excluded	
Part II, Para 8.8.3	Non-self-propelled small craft Survey Initial/periodical survey report Restrictions and conditions for standard towing	Additional requirements for entering the constant restrictions with the conditions for carrying out standard towing in the RS documents have been introduced	
Part II, Chapter 8.9	Laid Up Ships and Ships in conservation Passage	In view of excluding the need for unnecessary authorization/control of RS divisions by RHO, Chapter 8.9 has been deleted.	
Part III, para 2.1.2.4 (new)	Ships Survey for the issuance of the Cargo Ship Design Safety Certificate Mooring equipment including lines	New requirements for the procedure for survey of the mooring equipment including lines have been introduced	IMO Resolution MSC.474(102), IMO Circulars MSC.1/Circ.1362/Rev.2 and MSC.1/Circ.1620
Part III, para 2.1.4.5 (new)	Ships Survey for the issuance of the Passenger Ship Safety Certificate Mooring equipment including lines	New requirements for the procedure for survey of the mooring equipment including lines have been introduced	IMO Resolution MSC.474(102), IMO Circulars MSC.1/Circ.1362/Rev.2 and MSC.1/Circ.1620
Annex 11, Para 1.3	Ships Remote surveys	Section 1 " General" has been specified. The authorities of the RHO employees have been delegated to the RS Branch Offices	
Annex 11, Chapter 2.13	Small Craft Remote surveys	New chapter 2.13 "Remote survey of small craft" has been introduced. Chapter 2.13 and references to it have been replaced by 2.14	
Annex 11, Para 3.1	Ships Remote survey	Indication of the need to prepare a checklist for checking readiness to carry out a remote survey has been introduced	

PART II. CARRYING OUT CLASSIFICATION SURVEYS OF SHIPS

5 PROCEDURE FOR ACCEPTANCE OF SHIPS IN SERVICE INTO THE RS CLASS

5.2 TRANSFER OF CLASS FOR THE SHIP

Para 5.2.3.3.3. The last paragraph is replaced by the following text:

"for <u>oil tankers and</u> chemical tankers of 10 years of age and above but less than 15 years of age, in lieu of an internal inspection of cargo tanks without internal stiffening and framing, inspections of surrounding ballast tank(s) and void spaces and deck structure, shall be applied;".

5.3 ASSIGNMENT OF THE REGISTER CLASS

Para 5.3.3.2. The first paragraph is replaced by the following text:

".2 documentation on ship's stability (operational) in Russian and/or English, including Stability Booklet, Grain Loading Stability Information, Non-Grain Bulk Cargo Loading Stability and Strength Information, Loading Manual, Information on Damage Trim and Stability, as applicable;".

Para 5.3.3.11 is replaced by the following text:

"5.3.3.11 The scope of the initial survey shall be determined by RHO in each case depending on the age and <u>type</u> of the ship-and taking into account the technical condition of the items on the basis of the scope of the special survey, including bottom survey in dock.

<u>The minimum scope of the initial survey includes a special survey of the hull and</u> machinery with the thickness measurement, as well as a survey of the propeller shaft, ship boilers and pressure vessels. Bottom survey of the ship is carried out in dry dock.

The scope of When determining the scope and carrying out the initial survey of the ship, shall be in accordance with the requirements provisions of 2.4 and 2.5, Part II "Survey Schedule and Scope" as well as relevant Sections provisions of Part III "Additional Surveys of Ships Depending on their Purpose and Hull Material" of RSCCC shall be observed.

Assessment of the technical condition of the ship's hull structures shall be carried out in accordance with Section 5, Part I "General Provisions" of RSCCC.

During initial survey the RS surveyor may request further examinations, tests and measurements, including the materials testing, non-destructive testing-and, hydraulic test<u>and</u> sea trial.".

In the context of applying the provisions specified in 2.5, Part II "Survey Schedule and Scope" of RSCCC, for non-self-propelled ships of less than 10 years of age upon shipowner's written request and agreement with RHO, an in-water survey may be carried out in lieu of bottom survey in dock.".

Para 5.3.4.1 is replaced by the following text:

".1 main plans: general arrangement drawing; capacity plan; hydrostatic curves; <u>loading manual, as applicable;</u> damage stability calculation, where required;".

8 PASSAGES AND TOWING

8.2 GENERAL

Para 8.2.14 has been deleted.

Paras 8.2.5 — 8.2.12 have been renumbered 8.2.4 — 8.2.11 accordingly.

Table 8.2.5 has been replaced by the following text:

"Т	ah	I۵	8.2. 54
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Passage type		Passage of a ship	Passage of a ship within the	
	outside the prescribed	with no RS Class or	prescribed restrictions, the	
	restrictions ^{1, 2, 3, 4}	that has lost the RS	technical condition of which does	
Passage factor		class <u>, Laid-up Ships</u>	not comply with the Rules ^{2, 3, 4}	
		and Ships in		
		Conservation (only in		
		tow)⁵		
Passage to the survey location; if the port	Class – Yes	Class – No	Class ⁶	
is not provided with conditions necessary	Plan – Yes	Plan – Yes	Plan – Yes	
for the prescribed survey				
Passage to the ship repairing yard	Class ⁶	Class – No	Class ⁶	
(including ships after an accident if the	Plan – Yes	Plan – Yes	Plan – Yes	
port is not provided with conditions				
necessary for the necessary repair				
Passage after construction for sailing to	Class – Yes	Class – No	Not applicable	
the area of operation	Plan – Yes	Plan – Yes		
Passage for sailing to the new area of	Class – Yes	Class – No	Not applicable	
operation (basin)	Plan – Yes	Plan – Yes		
Passage to scrapping and recycling place	Class – Yes	Class – No	Class – refer to Footnote 2	
	Plan – Yes	Plan – Yes	Plan – Yes	
¹ Passage of ships flying the RF Flag, outside the prescribed area of navigation/operation and/or outside prescribed				
seasonal restrictions shall be realized in tow in converted conditions and without people on board.				
² Conditions of passage are established in the passage plan (refer to 8.5).				
Passage in tow may be planned in all applicable cases.				
³ The issues of passage of laid-up ships and ships in conservation shall be reviewed by RHO in compliance with 8.9 as for				
the disclassed ships (refer to 4.1.2.1).				
For the passage of a ship during the survey (class status code 16), the appropriate provisions of 4.2.9, Part II "Carrying				
out classification surveys of ships" shall be additionally applied.				
⁵ If a ship has no valid RS class, passage issue is reviewed by Register provided it is planned in tow in converted				

conditions and without people on board.
 ⁶ In all applicable cases to retain the RS class for passage period, permanent/temporary repair or additional operational restrictions posing may be required.

Renumbered paras 8.2.9 and 8.2.10 are replaced by the following text:

"8.2.98 Ship's passage in ice condition shall be reviewed by RHO the Register with due regard to the ice class according to RS Rules/C.

8.2.109 When ships are towed to scrapping and disposal places, the requirements of this Section shall apply in such an extent as it is feasible and reasonable.

The passage issues for the ship in lay up to scrapping and disposal places are subject to the RHO consideration in compliance with the provisions of 8.9.8 and 8.9.9.".

8.3 PASSAGE PLANNING AND ORGANIZATION

Para 8.3.2 is replaced by the following text:

"8.3.2 When preparing activities connected to ship's passage, the Shipowner has the right to apply directly to RHO or any Register Division, which shall forward his application to RHO the RS Branch Office in the region of activity of which it is planned to carry out a survey of the ship for the purpose of carrying out the passage."

8.4 REVIEW OF PASSAGES BY REGISTER

Paras 8.4.1 — 8.4.8 are replaced by the following text:

"8.4.1 The passage issues review in the Register is carried out by RHO or the RS Branch Office based on the RHO instruction is arranged by the RS Branch Office in the area of activity of which it is planned to carry out the survey of the ship for the purpose of the passage.

Review of the passage plans within the area of one port or bay is in the competence of the RS Branch Office responsible for the region where the ship is located. Herewith, the RHO instruction is not required.

8.4.2 Upon shipowners' applications RHO the RS Branch Office in the area of activity of which it is planned to carry out the survey of the ship for the purpose of the passage shall review the acquired and available information.

The Register is within the competence of the following passage issues:

.1 passage of ships with the valid RS class outside the prescribed area of navigation or seasonal restrictions if they are planned in tow in converted conditions and with no people on board;

.2 passage of ships with the valid RS class under their own propulsion or in tow within the established area of navigation/operation and/or in the framework of assigned seasonal restrictions of a ship, the technical condition of which does not meet the RS Rules requirements regarding class notation and permanent restrictions specified in the Classification Certificate;

.3 passage of ships with no RS class (war ships, partially constructed ships, ships' members, ships with the ACS class, ships with no class including those with suspended or the withdrawn RS class, laid-up ships and the ships in conservation), if they are planned in tow in converted conditions and with no people on board;

.4 passage issues for the ship in lay-up and in conservation.

8.4.3 RHO or tThe RS Branch Office within 3 working days after the decision on the ship passage, shall inform the Shipowner and the involved RS Branch Offices about the decision taken.

8.4.4 In the case of positive decision on ship's passage, shipowner and the involved RS Branch Offices/RHO Locations are also informed on the passage conditions, ship's survey scope (refer to 8.6) and ship's class condition within passage (refer to 8.2.54).

8.4.5 If conventional certificates available on ship are issued by Register, then, RHO based on the opinion of the RS Branch Office in the region of activity of which it is planned to carry out a survey of the ship for the purpose of carrying out the passage, shall informs the Flag State MA (excluding the RF Flag State MA) on Shipowner's application due to planned passage, informs Register position on this matter pursuant to 8.4.4, as well as asks for Flag State MA viewpoint on ship's passage and additional instructions on issuance of conventional certificates, including withdrawals, if necessary.

8.4.6 Applications to know viewpoint of the RF Ministry of Transport is not needed for ships under the RF Flag in cases indicated in Table 8.2.5<u>4</u>.

In passages not indicated in Table 8.2.54 (refer to 8.2.76), Register should submit all relevant information to enable the Ministry of Transport to consider such passage.

8.4.7 Ship's surveillance is assigned to RS division be carried out by the RS Branch Office pursuant to procedures established by Register.

Instruction to The survey of the ship under non-Russian Flag is forwarded only upon getting Flag State MA viewpoint and instructions, which are obligatory for execution.

For ships bearing the RF Flag-and indicated in Table 8.2.54, instruction to survey ship is sent without application to the RF Ministry of Transport., in the cases of passages not indicated in Table 8.2.54 (refer to 8.2.76), instruction to the survey of the ship is sent-carried out only upon getting the instructions by the RF Ministry of Transport, which are obligatory for execution.

8.4.8 The RS Branch Offices/RHO Locations shall not undertake any actions connected to the ships passages (passage plans review, ship's survey, etc.) until a positive decision on passage has been taken and besides, until the RS Branch Offices/RHO Locations have got the relevant <u>Flag State MA instructions</u>.

8.5 PASSAGE PLAN DEVELOPMENT AND APPROVAL

Para 8.5.1 is replaced by the following text:

"8.5.1 For all passage cases, the Shipowner should develop passage plan pursuant to 8.5.5 provisions and submit this for review of <u>RHO</u> the Register.".

Para 8.5.4. The first paragraph is replaced by the following text:

"8.5.4 RHO<u>The RS Branch Office in the region of activity of which it is planned to carry</u> out a survey of the ship for the purpose of carrying out the passage arranges for ship's plan review. If necessary, the specialized RHO divisions are involved in the review".

8.6 EVALUATION OF TECHNICAL CONDITION OF SHIP AND CHECKING OF IMPLEMENTED MEASURES ASSIGNED BEFORE PASSAGE

Paras 8.6.1 — 8.6.3 are replaced by the following text:

"8.6.1 Assessment of ships technical conditions and checking of implemented measures are made by the RS Surveyor within ship's survey before passage based on Shipowner's request-and only at RHO instruction presence.

8.6.2 Scope of ship's surveillance before passage is assigned by RHO the RS Branch Office in the region of activity of which it is planned to carry out a survey of the ship for the purpose of carrying out the passage and is brought to attention of all interested parties (refer to 8.4.4).

Ship's surveillance shall include checking of implementation of conditions and measures assigned by approved passage plan, as well as checking of actual ship's technical condition with due account of provisions of this Chapter.

8.6.3 For passage time, ship shall meet the requirements of the RS rules and the international conventions' provisions in such extent, as is necessary for its safe passage. Conformity level in each case is subject to special consideration by the RHO Ships in Service Department and, if necessary, Flag State MA.".

Para 8.6.7 is replaced by the following text;

"8.6.7 If passage is planned to be performed between two different marine basins connected with inland waterways, then the ship is subject to surveillance before passage in each marine basin.

Scope of surveillance in each case is defined by the RHO Ships-in-Service Department the RS Branch Office in the region of activity of which it is planned to carry out a survey of the ship for the purpose of carrying out the passage before its conduction.

If pursuant to 8.5.10 common passage plan is not developed and not approved, then RS Surveyor shall have access on board ship to the Register-approved plan for forthcoming part of the passage.

Para 8.6.24 is replaced by the following text:

"8.6.24 Ships survey on authorization by another classification society is conducted based on instructions of classification society which granted class to the ship.

If such assignment instructions are absent, they should be additionally requested from RHO and transferred to the RS Branch Office which is responsible for ship's survey carries out ship's survey for the purpose of ship's passage.".

8.7 DOCUMENTATION

Para 8.7.3. The first paragraph is replaced by the following text:

"8.7.3 Reports on survey shall reflect detailed information on the scope of performed survey with reference to the RHO authorization, on implementation of technical measures

prescribed by the approved passage plan and on results of the survey carried out, on the scope and methods of conducted repair and installed reinforcement, etc.".

Para 8.7.8 is replaced by the following text

"8.7.8 For ships surveyed on authorization by another classification society (refer to 8.6.24), the documents shall be formalized and issued in full compliance with the authorization. If necessary instructions are absent in the authorization, they shall be additionally required from the classification society by RHO and transferred to the RS Branch Office which is responsible for ship's survey and issue of the documents for carries out ship's survey for the purpose of ship' passage.".

8.8 STANDARD TOWING

Para 8.8.2. The last paragraph is replaced by the following text:

"Review of documentation on standard towing is related to the competence of the RHO Classification Division.

<u>Review of documentation on standard towing is carried out by the RS Branch Office in the</u> region of activity of which it is planned to carry out a survey of the ship for the purpose of entering relevant information to the Classification certificate (refer to 8.8.3).".

Para 8.8.3 is replaced by the following text:

"8.8.3 Classification certificate for ship which operation envisages standards towing shall contain constant restrictions with conditions of such towing. <u>Permanent restrictions with the conditions of standard towing of non-self-propelled small craft shall be specified in the initial/periodical survey reports.</u>

Instead of listing of all these conditions, one can make references to the sections of ship's Register-approved technical documentation with description of necessary conditions (information on stability, operational instructions, towing instructions, etc.).".

Chapter 8.9 is deleted.

PART III. SURVEY OF SHIPS IN COMPLIANCE WITH INTERNATIONAL CONVENTIONS, CODES, RESOLUTIONS AND RULES FOR THE EQUIPMENT OF SEA-GOING SHIPS

2 SURVEY OF SHIPS IN ACCORDANCE WITH THE INTERNATIONAL CONVENTIONS, CODES AND RESOLUTIONS OF IMO

2.1 SURVEY OF SHIPS IN ACCORDANCE WITH SOLAS-74 AS AMENDED

New Para 2.1.2.4 is introduced reading as follows:

"2.1.2.4 Procedure for survey of mooring equipment including lines.

On or after 1 January 2024 in compliance with regulation II-1/3-8.9 SOLAS-74 as amended by IMO resolution MSC.474(102) on all ships, mooring equipment including lines, shall be inspected and maintained in a suitable condition for their intended purposes, in accordance with IMO Circular MSC.1/Circ.1620.

When performing the initial survey of the ship, or during the annual survey to confirm the Cargo Ship Safety Construction Certificate on or after 1 January 2024, the RS surveyor shall confirm that the following documentation developed and maintained up to date by the Company is available on board:

.1 procedures for mooring operations, inspection and maintenance of mooring equipment including mooring lines (refer to 3.1 and 4.2 of IMO Circular MSC.1/Circ.1620);

.2 procedures allowing the identification of mooring lines and associated attachments (refer to 3.3 of IMO Circular MSC.1/Circ.1620);

.3 maintenance plan or equivalent maintenance management system that includes the periodic inspection of mooring lines and associated attachments (refer to 4.1.1 and 4.4.1 of IMO Circular MSC.1/Circ.1620);

as well as the following information:

.4 manufacturers' criteria provided for the assessment of mooring lines condition with the purpose to their removal prior to failure (refer to 4.3.1 of IMO Circular MSC.1/Circ.1620);

.5 the records of inspection and maintenance of mooring equipment or replacement of mooring lines (refer to 4.4.3 of IMO Circular MSC.1/Circ.1620);

.6 Manufacturers' test certificates for mooring lines, joining shackles with opportunity to identify it with the corresponding equipment (refer to 6.2 of IMO Circular MSC.1/Circ.1620).

A system for gathering and filing the information listed above shall be provided on board.".

New Para 2.1.4.5 is introduced reading as follows:

"2.1.4.5 Procedure for survey of mooring equipment including lines.

On or after 1 January 2024 in compliance with regulation II-1/3-8.9 SOLAS-74 as amended by IMO Resolution MSC.474(102) on all ships, mooring equipment including lines, shall be inspected and maintained in a suitable condition for their intended purposes, in accordance with IMO Circular MSC.1/Circ.1620.

When performing the initial survey of the ship, or during the renewal survey for the issuance of the Passenger Ship Safety Certificate on or after 1 January 2024, the RS surveyor shall confirm that the following documentation developed and maintained up to date by the Company is available on board.

.1 procedures for mooring operations, inspection and maintenance of mooring equipment including mooring lines (refer to 3.1 and 4.2 of IMO Circular MSC.1/Circ.1620);

.2 procedures allowing the identification of mooring lines and associated attachments (refer to 3.3 of IMO Circular MSC.1/Circ.1620);

.3 maintenance plan or equivalent maintenance management system that includes the periodic inspection of mooring lines and associated attachments (refer to 4.1.1 and 4.4.1 of IMO Circular MSC.1/Circ.1620);

as well as the following information:

.4 manufacturers' criteria provided for the assessment of mooring lines condition with the purpose to their removal prior to failure (refer to 4.3.1 of IMO Circular MSC.1/Circ.1620);

.5 the records of inspection and maintenance of mooring equipment, or replacement of mooring lines (refer to 4.4.3 of IMO Circular MSC.1/Circ.1620);

.6 Manufacturers' test certificates for mooring lines, joining shackles with opportunity to identify it with the corresponding equipment (refer to 6.2 of IMO Circular MSC.1/Circ.1620).

A system for gathering and filing the information listed above shall be provided on board.".

ANNEX 11

11. REMOTE SURVEYS

1 GENERAL

Para 1.3 is replaced by the following text:

"1.3 The remote survey shall be carried out by the RS Branch Office under agreement with and with the participation of RHO. <u>The RHO employees shall take part in remote surveys as technical experts.</u> The RHO employees shall be appointed to take part in the remote survey depending on type of survey and the item to be submitted.

Where the application for remote survey is received directly from a shipowner or the RS Branch Office, the <u>The</u> RHO Ships in Service Division shall send an authorization for performing the survey to the RS Branch Office provide the RS Branch Office with an authorization for performing the survey. The authorization shall include the following:

time of survey performance agreed with the shipowner either by RHO or the RS Branch Office;

data on the RHO employees participating in the survey for supervision of the surveyor activities during the survey and provision of information support.

Upon receipt the shipowner's authorization, the RS Branch Office shall inform the shipowner on the possibility and the time of the remote survey performance. The RS Branch Office shall inform the shipowner about the details and conditions for performing remote survey."

2 SCOPE OF REMOTE SURVEY

New Chapter 2.13 is introduced reading as follows:

"2.13 REMOTE SURVEY OF SMALL CRAFT

2.13.1 Remote survey is carried out in accordance with the provisions of the Rules for the Classification and Survey of Small Craft.".

Chapter 2.13 and para 2.13.1 are renumbered 2.14 and 2.14.1 accordingly.

3 ISSUING THE RESULTES

Para 3.1. The first paragraph is replaced by the following text:

"3.1 The remote survey results shall be issued similar to the surveys performed during the RS surveyor presence on board the ship. <u>Preparatory to performing the remote survey of small craft, a checklist for checking the remote survey readiness shall be drawn up (Form 6.1.06)."</u>