

FORTNIGHTLY CHECK LIST OF ACCOMMODATION BOAT FOR MANNING, OPERATION & MAINTENANCE/ REPAIRING

1	Name of the Supervisor/Technical Assistant in charge of the Accom. Boat:				
2	Name of the Contractor:				
3	Date of Inspection/ checking & no. of the week:				
4	Name of the Accom. Boat-				
5	Total no. of anchors available & type with individual weight				
C	ACCOMMODATION BOAT	PLACE OF DEPLOYMENT-----			
1	Name of In charge of Accom. Boat- -				
2	Name of Engine Driver/Greaser-				
SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
I	GERERAL MAINTENANCE				
1	Whether survey certificate is valid as per IV act.				
2	Whether Comprehensive Insurance of the Accom. Boat is valid.				
3	When last date dry-docking completed.				
4	Whether all the crews as supplied by the Contractor are having Competency certificate as per IV Act.				
5	Whether all the crews are presence for the responding period of fortnight				
6	Whether all the crews are in dress code with safety shoes & helmet.				
7	Whether Deck log book is maintained up to date.				
8	Whether Engine log book is maintained upto date.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
9	Whether HSD sounding checked & balance found as per log book.				
10	Whether Lub. Oil sounding checked & balance found as per log book.				
11	Whether Grease checked & balance found as per log book.				
12	Whether Lub. Oil grade being using is as per recommendation of manufacturer of the Engine.				
13	Whether Grease grade being using is as per recommendation of manufacturer of misc. equipment's.				
14	Whether general cleaning of all engines & machineries, piping's, floor, staircases, hand rails etc. are carried out every day & found maintained.				
15	Whether grounding take place during the fortnight. If so, please specify the reason and details of damages if happened.				
16	Whether appropriate balance of POL, store & other maintenance materials are available on board for emergent utilisation of the Accom. Boat. In case no, please specify the reason with minimum balance available.				
17	Whether periodic inventory is checked with respect to handing over of the Accom. Boat. If so, please specify the loss & damages of items/ materials if any.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
II	BATTERY				
18	Whether battery is well maintained with respect to full charged, terminal, clamp & having full distilled water as required.				
19	Whether batteries are available as per requirement of the engines, navigation & other purpose.				
III	BILGE				
20	Whether bilge is out & cleaned.				
21	Whether bilge pump is operational satisfactorily.				
IV	HEAT EXCHANGER				
23	Whether heat exchanger of Lub. Oil & Water have been cleaned at least once in a week Or there are any leakages from its seal or tubes.				
V	GEN. SET ENGINES				
24	Whether Generator Engines are working satisfactorily.				
25	Whether lub. Oil level in the sump of Generator Engines is up to mark as indicated in the deep stick.				
26	Whether lub. Oil pressure, lub. Oil temp. & cooling water temperature of Generator Engines is within the limit as recommended by manufacturer.				
27	Whether all filters alongwith lub. Oil has been changed as per service manual of the Generator Engines.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
28	Whether all gauges of the engines are in operational.				
29	Whether all hoses including oil pipe etc. as fitted in the Generator Engines are in operational condition.				
30	Whether overhauling/ repairing of the Generator Engines are carried out as per service manual.				
31	Whether self-starters of the engines are working satisfactorily.				
32	Whether periodic servicing of self-starters of the engines is carried out as required.				
33	Whether dynamo/ battery chargers of the engines are working satisfactorily.				
34	Whether periodic servicing dynamo/ battery chargers of the engines are carried out as required.				
35	Whether alternators of the engines are operational satisfactorily.				
36	Whether periodic servicing of the alternators of the engines is carried out as required.				
37	Whether lub. Oil priming pumps are working satisfactorily.				
38	Please check & state whether exhaust of the Generator Engines as per service manual or excessive.				
39	Whether lub. Oil, fuel oil, coolant & water leaks from both Gen. set Engines.				

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40	Whether other defects i.e engine misfires, vibration, unusual engine noises, sudden changes in engine operating temperature or pressure, increase in oil & lub. Oil consumption etc. has been noticed during the operation & inspection.				
41	Whether excessive gases or smoke have been noticed from breather of the engines.				
42	Whether engines run in idle mode to warm up and proper Lubrication for 3-5 minutes. (Note: - Do not idle the engines for excessively long periods. Idling more than 10 minutes can damage of the engines.				
43	Whether ensure before putting the generator on load that all power switches are in "off" mode on the switch board.				
44	Whether apart from the above, other periodic maintenance is carried out as per service manual of the Generator Engines.				
VI	GREASE GUN				
45	Whether grease gun is working satisfactorily.				
VII	MISC. PUMPS				
46	Whether fresh water pump, sea water pump, sewage discharge pump, fuel oil transfer pump, emergency fire pump, bilge pump are operational satisfactorily.				
47	Whether periodical servicing/ repairing of fresh water pump, sea water pump, sewage discharge pump, fuel oil transfer pump, emergency fire pump and bilge pump are carried out as required or as per recommendation of manufacturer.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
48	Whether all the hand operated pumps/ semi rotary pumps are operational satisfactorily.				
49	Whether periodic servicing/ repairing of all the hand operated/ semi rotary pumps are carried out as required.				
VIII	OTHER ALLIED EQUIPMENTS OF MAIN DECK, WHEEL HOUSE				
50	Whether all the electrical line, panel board, tube lights, bulbs, sockets, switches etc. are operational satisfactorily.				
51	Whether all the D.C electrical line & its tube lights/ bulbs, switches etc. are operational satisfactorily.				
52	Whether all the navigational lights are operational satisfactorily.				
53	Whether all the ventilation systems are operational satisfactorily.				
54	Whether periodic servicing/ repairing of all the ventilation systems are carried out as required.				
55	Whether periodic calibration/maintenance of both side chains are carried out.				
56	Whether greasing of all machineries/equipment are carried out as required.				

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57	Whether any abnormal corrosion of deck, side shell, engine room & other hold observed & if so action taken for arresting the same by painting or otherwise.				
58	Whether all the valves are operational satisfactorily.				
59	Whether anchor winches/windlass are working satisfactorily.				
60	Whether periodically repair/maintenance are carried out as required of anchor winches/windlass.				
61	Whether motors of anchor winches/windlass are working satisfactorily.				
62	Whether periodically repair/ maintenance are carried out of motor of anchor winches/windlass.				
63	Whether all the cabins alongwith other fitted items are in well maintained. If not, please specify the short fall.				
64	Whether galley and its fitted items are well maintained. If not, please specify the short fall.				
IX	FFA & LSA				
65	Whether all the fire extinguishers have been tested & re-filled & valid up to date as per IV act.				

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66	Whether fire hose alongwith spray/jet nozzles are available in the Survey Launch.				
67	Whether fire pump is operational.				
68	Whether life buoy & life jackets are in operational condition. Please specify the no. of each item.				
69	Whether history book of the Accommodation Boat is maintained as per contract provision with respect to repair & maintenance work.				
70	Note:-General remark on the overall maintenance of the Accommodation Boat & its operational status				

ENGINE DRIVER
(Name & Signature)

D C O
(Name & Signature)

DREDGE MASTER
(Name & Signature)

SUP(M) /TA(M)
(Name & Signature)

DIRECTOR
(Name & Signature)