

FORTNIGHTLY CHECK LIST OF MPT/TUG FOR MANNING, OPERATION & MAINTENANCE/ REPAIRING

1	Name of the Supervisor/Technical Assistant in charge of the vessel:				
2	Name of the Contractor:				
3	Date of Inspection/ checking & no. of the week:				
4	Name of the Tug/MPT				
5	Total no. of anchors available & type with individual weight				
B	MPT/TUG-----			PLACE OF DEPLOYMENT-----	
1	Name of Master of MPT/Tug –				
2	Name of Engine Driver-				
Sl. 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 MPT/TUG 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.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
7	Whether Deck log book is maintained up to date.				
8	Whether Engine log book is maintained up to date.				
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 Hydraulic oil sounding checked & balance found as per log book.				
12	Whether Grease checked & balance found as per log book.				
13	Whether Lub. Oil grade being using is as per recommendation of manufacturer of the Engine.				
14	Whether Hydraulic Oil/ gear oil grade being using is as per recommendation of manufacturer of hydraulic device.				
15	Whether Grease grade being using is as per recommendation of manufacturer of misc. equipment's.				
16	Whether general cleaning of all engines & machineries, piping's, floor, staircases, hand rails etc. are carried out every day & found maintained.				
17	Whether grounding take place during the fortnight. If so, please specify the reason and details of damages if happened.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
18	Whether appropriate balance of POL, store & other maintenance materials are available on board for emergent sailing of the MPT/TUG. In case no, please specify the reason with minimum balance available.				
19	Whether periodic inventory is checked with respect to handing over of the MPT/TUG. If so, please specify the loss & damages of items/ materials if any.				
II	BATTERY				
20	Whether battery is well maintained with respect to full charged, terminal, clamp & having full distilled water as required.				
21	Whether batteries are available as per requirement of the engines, navigation & other purpose.				
III	BILGE				
22	Whether bilge is out & cleaned.				
23	Whether bilge pump is operational satisfactorily.				
24	Whether periodic servicing of bilge pump is carried out as required.				
IV	HEAT EXCHANGER				
25	Whether heat exchanger of Hy. Oil, Lub. Oil, gear Oil & Water has been cleaned at least once in a week Or there are any leakages from its seal or tubes.				
V	HYDRAULIC MOTOR/PUMP				
26	Whether hy. Motor/PUMP is working properly and Hy. Oil level is up to mark as indicated.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
27	Whether hy. Pump pressure & hy. Oil temperature is within limitation.				
28	Whether hy. Pump is operational satisfactorily.				
VI	AUX. ENGINE GEN. SET & HARBOUR ENGINE GEN. SET				
29	Whether Aux. & Har. Engines are working satisfactorily.				
30	Whether lub. Oil level in the sump of Aux.& Har. Engines are up to mark as indicated in the deep stick.				
31	Whether lub. Oil pressure, lub. Oil temp. & cooling water temperature of Aux. & Har. Engines are within the limit as recommended by manufacturer.				
32	Whether all filters alongwith lub. Oil have been changed as per service manual of the Aux. & Har. Engines.				
33	Whether all gauges of the engines are in operational.				
34	Whether all hoses including oil pipe etc. as fitted in the Aux.& Har. Engines are in operational condition.				
35	Whether overhauling/ repairing of the Aux. & Har. Engines are carried out as per service manual.				
36	Whether self-starters of the engines are working satisfactorily.				
37	Whether periodic servicing of self-starters of the engines is carried out as required.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
38	Whether dynamo/ battery chargers of the engines are working satisfactorily.				
39	Whether periodic servicing dynamo/ battery chargers of the engines are carried out as required.				
40	Whether alternators of the engines are operational satisfactorily.				
41	Whether periodic servicing of the alternators of the engines are carried out as required.				
42	Whether lub. Oil priming pumps are working satisfactorily.				
43	Please check & state whether exhaust of the Aux. & Har. Engines as per service manual or excessive.				
44	Whether lub. Oil, fuel oil, coolant & water leaks from both Gen. set Engines.				
45	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.				
46	Whether excessive gases or smoke have been noticed from breather of the engines.				
47	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.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
48	Whether ensure before putting the generator on load that all power switches are in "off" mode on the switch board.				
49	Whether engines run in idle mode for 3-5 minutes after completion of work to allow Lubricating oil and water to carry heat away from the combustion chamber, bearings, shafts etc.				
50	Whether apart from the above, other periodic maintenance are carried out as per service manual of the Aux. & Har. Engines.				
VII	MAIN ENGINES				
51	Whether Main Engines are working satisfactorily.				
52	Whether lub. Oil level in the sump of Main Engines is upto mark as indicated in the deep stick.				
53	Whether lub. Oil pressure, lub. Oil temp. & cooling water temperatures of Main Engines are within the limit as recommended by manufacturer.				
54	Whether all filters alongwith lub. Oil has been changed as per service manual of the Main Engines.				
55	Whether all gauges of the engines are in operational.				
56	Whether all hoses including oil pipe etc. as fitted in the Main Engines are in operational condition.				
57	Whether overhauling/ repairing of the Main Engines are carried out as per service manual.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
58	Whether self-starters of the engines are working satisfactorily.				
59	Whether periodic servicing of self-starters of the engines are carried out as required.				
60	Whether dynamo/ battery chargers of the engines are working satisfactorily.				
61	Whether periodic servicing dynamo/ battery chargers of the engines are carried out as required.				
62	Whether lub. Oil priming pumps are working satisfactorily.				
63	Please check & state whether exhaust of the Main Engines as per service manual or excessive.				
64	Whether lub. Oil, fuel oil, coolant & water leaks from both Engines.				
65	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.				
66	Whether excessive gases or smoke have been noticed from breather of the engines.				
67	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.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
68	Whether engines run in idle mode for 3-5 minutes after completion of work to allow Lubricating oil and water to carry heat away from the combustion chamber, bearings, shafts etc.				
69	Whether apart from the above, other periodic maintenance are carried out as per service manual of the engines .				
VIII	HRP/GEAR BOXES				
70	Whether HRP/Gear boxes are working satisfactorily.				
71	Whether hy. Oil/ gear oil level in the chamber of HRP/Gear boxes is up to mark as indicated in the deep stick.				
72	Whether abnormal temp.& Pressure observed during the operation of HRP/Gear boxes. If so, please indicate the normal temp. & pressure as per service manual of the manufacturer.				
73	Whether any leakage observed during the operation of HRP/Gear boxes. If so, please indicate the specific reason.				
74	Whether abnormal sound observed during the operation of HRP/Gear boxes. If so, please indicate the specific reason.				
75	Whether abnormal vibration observed during the operation of HRP/Gear boxes. If so, please indicate the specific reason.				
76	Whether periodic servicing/ repairing works carried out as per service manual of HRP/Gear boxes.				

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IX	STERN GEAR UNITS				
77	Whether HRP/stern gear units are working satisfactorily.				
78	Whether bushes of HRP/stern gear units are working satisfactorily.				
79	Whether abnormal leaks of coolant have been noticed from bushes of HRP/stern gear units. If so, please specify the reason.				
80	Whether excess clearance between bushes & propeller shafts of HRP/stern gear units have been noticed. If so, please specify the reason.				
81	Whether required seal/ gland packing have been provided between bushes & propeller shafts.				
82	Whether abnormal sound observed during the operation of HRP/stern gear unit. If so, please indicate the specific reason.				
83	Whether abnormal vibration observed during the operation of HRP/stern gear unit. If so, please indicate the specific reason.				
84	Whether periodic repair are being done of HRP/stern gear unit.				
85	Whether propellers alongwith cort nozzles of HRP/stern gear unit are working satisfactorily.				
86	Whether periodic repair/ balancing are being done of propellers alongwith cort nozzles of HRP/stern gear unit				

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X	HRP/RUDDER UNIT				
87	Whether HRP/Rudder unit is working satisfactorily.				
88	Whether periodic repair/ maintenance of HRP/Rudder unit are carried out.				
89	Whether bushes of HRP/Rudder unit are working satisfactorily.				
90	Whether water leaks from bushes of HRP/Rudder unit. If so, Please specify the reason.				
91	Whether abnormal sound observed during the operation of HRP/Rudder unit. If so, Please specify the reason.				
92	Whether bend is noticed during the operation of HRP/Rudder unit. If so, Please specify the reason.				
93	Whether proper greasing/ gland packing are provided as required in the HRP/Rudder unit.				
XI	GREASE PUMP/GREASE GUN				
94	Whether grease pump/grease gun is working satisfactorily.				
XII	MISC. PUMPS				
95	Whether fresh water pump, sea water pump, sewage discharge pump, fuel oil transfer pump, emergency fire pump, bilge pump are operational satisfactorily.				
96	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
97	Whether all the hand operated pumps/ semi rotary pumps are operational satisfactorily.				
98	Whether periodic servicing/ repairing of all the hand operated/ semi rotary pumps are carried out as required.				
XIII	OTHER ALLIED EQUIPMENTS OF MAIN DECK, WHEEL HOUSE ETC.				
99	Whether all the electrical line, panel board, tube lights, bulbs, sockets, switches etc. are operational satisfactorily.				
100	Whether all the D.C electrical line & its tube lights/ bulbs, switches etc. are operational satisfactorily.				
101	Whether all the navigational lights are operational satisfactorily.				
102	Whether all the ventilation systems are operational satisfactorily.				
103	Whether periodic servicing/ repairing of all the ventilation systems are carried out as required.				
104	Whether deck crane is operational satisfactorily.				
105	Whether periodic maintenance of deck crane is are carried out as required.				
106	Whether periodic calibration/maintenance of both side chains are carried out.				
107	Whether greasing of all machineries/equipment are carried out as required.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
108	Whether any abnormal corrosion of deck, side shell, engine room, rudder room & other hold observed & if so action taken for arresting the same by painting or otherwise.				
109	Whether all the valves are operational satisfactorily.				
110	Whether anchor winches/windlass are working satisfactorily.				
111	Whether periodically repair/maintenance are carried out as required of anchor winches/windlass.				
112	Whether motors of anchor winches/windlass are working satisfactorily.				
113	Whether periodically repair/ maintenance are carried out of motor of anchor winches/windlass.				
114	Whether all the cabins alongwith other fitted items are in well maintained. If not, please specify the short fall if any.				
115	Whether galley and its fitted items are well maintained. If not, please specify the short fall if any.				
XIV	FFA & LSA				
116	Whether all the fire extinguishers have been tested & re-filled & valid up to date as per IV act.				
117	Whether fire hose alongwith spray/jet nozzles are available in the MPT/TUG.				

SI. NO.	GENERAL INFORMATION	YES	NO	IN CASE NO, SPECIFIED THE REASON	REMARKS
118	Whether fire pump is operational.				
119	Whether life buoy & life jackets are in operational condition. Please specify the no. of each item.				
120	Whether lifesaving boat is operational alongwith OBM.				
121	Whether history book of the MPT/TUG is maintained as per contract provision with respect to repair & maintenance work.				
122	Note:-General remark on the overall maintenance of the MPT/TUG & 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)