THE REPUBLIC OF LIBERIA
LIBERIA MARITIME AUTHORITY

Office of
Deputy Commissioner
of Maritime Affairs

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30 September 2026

Marine Operations Note: 06/2026

(This Note supersedes Marine Operations Note 04/2025)

Subject: Pre-Arrival Deficiency Checklist for Vessels arriving to Australia, China, Europe and USA

Dear Owners/Operators/DPAs/Masters:

Purpose: This Operations Note is to inform Liberian Vessel Operators of the Administration's requirement to submit a pre-arrival deficiency checklist (RLM-258) 96 hours prior to arriving to ports in Australia, China, Europe and USA.

Background: The Liberian Administration has noticed that there has been an increased number of detentions in Australia, China, Europe and e USA as vessels are arriving without preparation for a Port State Control inspection.

In accordance with Liberian Marine Operations Note 07/2026, all vessels entering ports in Australia, China, Europe and USA are required to submit to the Administration at NOA@liscr.com a **copy** of the Notice of Arrival (NOA) submitted to the PSC authorities *96 Hours Prior to Entering their territorial Waters*. In addition to the copy of the NOA, Masters and Chief Engineers shall complete, sign, and submit the Pre arrival Checklist (RLM 258). The RLM 258 shall be emailed to NOA@liscr.com in conjunction with the copy of Notice of Arrival (NOA) which is submitted 96 hours prior to arrival. **The latest version of RLM-258 has been attached for your ready reference and may be downloaded from the** website. The form RLM-258 shall be included as part of the SMS which will be verified by the Flag State Inspectors on or after 30 September 2023.

In the event of consecutive port calls within a country, the RLM 258 needs only be submitted prior to the first port. An updated RLM 258 must be submitted if the condition of the vessel changes during these consecutive port calls or after the vessel calls a port in another area requiring completion of the RLM-258.

If a copy of the NOA is not submitted, or if incorrect information is provided on the submitted RLM 258 to the Administration, and the vessel is detained by PSC as a result, additional actions may be taken. These actions may include, but are not limited to, warning letters to crew members, suspension or cancellation of the Master's and/or Chief Engineer's Liberian credentials, and an additional audit of the vessel or Company SMS.

Masters and Chief Engineers are reminded to document their actions to report defects, report active dispensations or Class conditions to each Port State prior arrival, identify non-conformities, and initiate corrective action in accordance with the ships. These reports will demonstrate compliance with SMS.

For additional information on Advance Notices of Arrival, please see the instructions the instructions in Marine Operations Note 07/2026 regarding Advance Notices of Arrival.

If you have any questions, please contact our Fleet Performance Department at Telephone: +1-703-790-3434 or by email to prevention@liscr.com.

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PRE-ARRIVAL COMPLIANCE CHECKLIST

Vessel Name: _____	**Port of call:** _____
Ship's IMO No: _____	**ETA:** _____
Agent Details: _____	**Next Upcoming Port Of Calls:** _____

Note: If answer "No" for any of these items, contact PSCfollowup@liscr.com immediately.

Water/ Weathertight condition	Yes	No	N/A
Ventilators, air pipes, casings (Examine condition including watertight integrity, if applicable, of ventilators, air pipes and casings. Examine weathertight doors. Check tank vents.)	☐	☐	☐
Cargo holds covers (Examine cargo holds the rubber packaging/gaskets. Examine and confirm functionality of all the Cargo holds covers securing arrangements.)	☐	☐	☐
Sounding pipes (Verify if all the sounding pipes closing arrangement are operated freely and not blocked in open position. Confirm that all sounding pipes caps are present. Sounding pipes must have no holes.)	☐	☐	☐
Emergency systems	**Yes**	**No**	**N/A**
Emergency fire pump and its pipes (Examine fire water system incl. fire pumps, fire mains, hoses, hydrants, international shore connection and nozzles. Verify the fire main pressure by using two hoses supplying water to bow/stern. Is the fire main free from any leaks or temporary patches.)	☐	☐	☐
Emergency source of power and Emergency generator EDG (Test condition and function of emergency generator, emergency switchboards, batteries, and battery chargers. Verify EDG is capable of automatic load taking. Examine EDG primary and secondary means of start)	☐	☐	☐
Emergency Lighting (Verify if all emergency lights are working properly.)	☐	☐	☐
Fire Safety	**Yes**	**No**	**N/A**
Fire doors/ openings in fire-resisting divisions (Examine and perform function testing of all manual and automatic fire doors. Fire doors shall not be blocked or kept permanently open. Fire doors should latch properly. Verify that no damaged doors are present)	☐	☐	☐
Fire detection (Examine the condition and perform function test. Check if alarms are present. Verify if the vessel is fit with certified test equipment for all type of fire detectors. Detectors shall not be covered or obstructed at any time. Verify cargo hold fixed smoke detection and/or extraction system is connected and fully operational.)	☐	☐	☐
Fixed fire extinguishing installation (Examine condition of fixed firefighting equipment in the machinery spaces. Verify the bottles are in correct setup and pins removed/inserted.)	☐	☐	☐

Fixed high-pressure Water- spraying and Water-mist Fire- Extinguishing Systems (Are all valves in the correct alignment - OPEN and is the system FULLY operational? The system must be in "AUTOMATIC MODE" and not "MANUAL MODE". The system shall be "on". Verify for blocked nozzles.)	☐	☐	☐
Means of control (opening, pumps) Machinery spaces (Test remote start of the main fire pumps. Test stopping of power ventilation from outside the spaces served. Test closing of main inlets and outlets)	☐	☐	☐
Fire-dampers (Examine all fire dampers. Check if in closed position no sunlight is seen.)	☐	☐	☐
Quick Closing Valves QCV (Check for hold-back devices and permanent blockage. Check function of all QCV. Verify all pneumatic lines are connected.)	☐	☐	☐
Firefighter's suits (Are the firefighters suits, facemasks and other components in good condition)	☐	☐	☐
Life Saving Appliances	Yes	No	N/A
Lifeboats - LB (Examine the condition of the structure and engine for each lifeboat. Observe LB launch frequency. Check engine, clutch and rudder. Verify the LB windows are with good visibility. Examine food and water rations)	☐	☐	☐
Rescue boats - RB (Examine the condition of the structure for each RB. Perform a test of the engine. Perform function test of davit in all modes)	☐	☐	☐
Liferaft - LR Verify the general condition of all LR. Are all liferaft painters secured properly to ensure "free floating" capability? Are the Hydro Static Release Units up to date on all Liferafts?	☐	☐	☐
Immersion suits (Inspected immersion suits for tears, cracks, and deterioration? Verify zippers fully operational? Verify pressure tests are carried out.)	☐	☐	☐
Machinery	Yes	No	N/A
Oil leaks and accumulation (Confirm that the engine room bilge is free from excessive oil/water and any other fire hazards. Confirm that no oily soaked lagging is present)	☐	☐	☐
Steering Gear (Test steering gear in all modes. Verify if any alarms are present. Confirm rudder indicators readouts correspond with the actual rudder position)	☐	☐	☐
Bilge Alarm (Verify that no bilge alarms are currently present. Test all Bilge high level alarms. Ensure that Bilge High Level alarms are readable in the ECR)	☐	☐	☐
Water cooling system (Confirm the water cooling system is free of leakages. Confirm that unapproved no temporary repairs are present. Confirm main engine water jackets are free of leaks)	☐	☐	☐
Boilers (Verify if all boilers are operated in Automatic mode. Verify emergency vales are regularly tested and in good shape.)	☐	☐	☐
Alarms (Verify that no permanent alarms are present in the automation system. Verify that all alarm repeaters around the ship are functioning.)	☐	☐	☐
Exhaust Gas System (Verify the full functionality of the EGSC. Ensure that no exhaust gas leaks are present)	☐	☐	☐
Safety of Navigation	Yes	No	N/A
Charts and publications (Are all required charts, including ECDIS, and publications are up to date? Has the Voyage plan been prepared and includes security and pollution considerations?)	☐	☐	☐
Radars (Confirm if all the radars are working properly, no alarms are present and the magnetrons are changed as per manufacturer's instructions)	☐	☐	☐
Magnetic compass (Verify if the magnetic compass is in good condition. Verify if the readings can be observed from the Bridge. Check if the fluid is free of bubbles. Verify if the deviation table is up to date)	☐	☐	☐
GMDSS (Verify the GMDSS equipment. Ensure the crew is fully aware of the functionality of the equipment. Ensure that no alarms are present. Verify GMDSS Log Book maintained properly)	☐	☐	☐

MARPOL Annex I	Yes	No	N/A
Oil filtering equipment (Check if the Oily water separator, OCM, 3-way valve and all connected piping in good order and operational? Is the crew able to test in accordance with written test procedures? All piping shall be in accordance with the ship's approved drawings.)			
Oil Record Book (Verify if all pages of the ORB are signed by the Master. Random check at least 10 pages with entries. Verify if entries are corresponding with the tanks nomenclature of the IOPP Supplement. Compare record from the Oil Content Monitor against the Oil Record Book.)			
MARPOL Annex IV	Yes	No	N/A
Sewage treatment system (Is Sewage treatment system operational? Confirm the Sewage System is free of leakages.)			
MARPOL Annex V	Yes	No	N/A
Garbage management (Verify if the garbage is stored as per the Garbage management plan. Verify Garbage Record Book entries.)			
Incinerator (Verify the general condition of the incinerator – burner, secondary burger, wastegate, door, bricks.)			
Emergency Preparedness	Yes	No	N/A
Fire Drill (Observe a Fire Drill. Verify crew is adequately trained in firefighting. Observe casualty retrieve. Require charged hoses to be used.)			
Abandon ship Drill (Observe an abandon ship drill up to the maximum possible extent; if possible maneuvering LB/RB in the water.)			
Enclosed space Drill (Observe frequency and records)			
Emergency exit Are the emergency exits being free of any obstructions on the entire escape route?			
Crew Familiarization (Question at least 5 crew members regarding their emergency duties and compare against the muster list)			
Manuals (Verify if all the safety manuals are present and written in the vessel's common language. Verify that no obsolete information is present)			
Crew Documentation	Yes	No	N/A
Certification (All officers and ratings required by the vessel's Minimum Safe Manning Certificate have the appropriate and unexpired national and flag State documents for their capacities?)			
Security	Yes	No	N/A
Gangway security (Gangway is manned at all times and all visitors are properly checked. All required signs are present)			
Restricted areas (All marked restricted areas are locked and the access is controlled)			
General	Yes	No	N/A
Condition of Class (Confirm that no overdue Conditions of Class are present)			
Pre-arrival information (Verify if the master submitted RLM-258 as per the requirements)			
Flag Dispensations (Verify if all the Dispensation Letters issued by the Administration are valid. Verify if all the stated conditions are met. Verify if the Port authorities have been notified prior to arrival)			
Vessel certificates (Examine all the statutory certificates and confirm validity. Verify if all the required surveys are carried out as required.)			
Port state inspection Have the deficiencies from the previous PSC examinations been rectified?			
Have the corrective Action Report been submitted to the Administration?			
ADDITIONAL REQUIREMENTS (for tankers only)	Yes	No	N/A
Inert Gas System – IGS (Confirm that the Inert Gas Generator and Inert Gas System are operational. Verify all the sensor readings are within the manufacturer's instructions. Confirm that no alarms are present.)			

Tanks High Level Alarms (Test all the cargo tank high-level alarms and high-high-level alarms operating with audio-visual alarms and confirm all working.)	☐	☐	☐
Fixed Gas Detection System (Is the fixed gas detection system operational with proper span gas, and testing/calibration procedures in accordance with ship's procedures per the SMS?)	☐	☐	☐
MLC	Yes	No	N/A
Seaman Employment Agreement - SEA (Verify that all the Crew have signed their SEA. Verify that there no expired SEA. Verify that no crew is onboard for more than 11 months)	☐	☐	☐
Crew wages (Confirm that all wages are paid in full as per SEA. Interview at least 3 individual crew members and confirm all salaries have been paid in full)	☐	☐	☐
Remarks:			

I certify that I have verified, prior to this port arrival, except as noted herein, the above items and other systems and equipment are either:

a. **in conformance with applicable international regulations;**
b. **deficiencies have been reported to the company and the Liberian Administration at PSCfollowup@liscr.com; and**
c. **corrective action has been taken.**

_____	_____	_____
Master's Name	**Master's Signature**	**Date**
_____	_____	_____
Chief Engineer's Name	**Chief Engineer's Signature**	**Date**