



THE REPUBLIC OF LIBERIA
LIBERIA MARITIME AUTHORITY

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06 October 2023

Marine Operations Note: 04/2023

(This Note supersedes Marine Operations Note 04/2023 – 31 July 2023)

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 USA as vessels are arriving without preparation for a Port State Control inspection.

In accordance with Liberian Marine Operations Note [05/2023](#), 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.

Failure to submit a copy of the NOA and the completed RLM 258 to the Administration may result in suspension of the Master's and/or Chief Engineer's Liberian credentials and/or an additional audit of the vessel or Company SMS.

Masters and Chief Engineers are reminded to document their actions to report defects, 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 05/2023](#) 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: _____ Next Port of Call: _____
 Ship's IMO No: _____ ETA: _____

Item	Common Detainable Deficiency	Response	Comments
Port State inspection	Have you checked the Top Detainable Deficiencies?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Have the deficiencies from the previous PSC examination been rectified?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Has the Corrective Action Report been submitted to the Administration?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
General	Are the conditions of any valid dispensation being met and local authorities being informed?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there any overdue conditions of class?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there any soft patches or temporary repairs not approved by the Class on piping systems?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Cleanliness of Engine Room and Other Machinery Spaces.	Are there fuel oil, lube oil or hydraulic leaks on operating machinery and oil-soaked lagging?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is there excessive bilge water in the engine room (or any other fire hazards in all machinery spaces)?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Has the Steering gear been tested in all modes?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the steering alarms operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Quick Closing Valves	Are all quick closing fuel valves working properly?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are temporary blocks to force valves in the open position used?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all pneumatic lines connected?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Fixed Water-mist Fire-Extinguishing Systems	Are all valves in the correct alignment (OPEN) and is the system FULLY operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the system in "AUTOMATIC MODE" and not "MANUAL MODE"?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Fire dampers, quick or self-closing devices, remote controls, etc.	Are fire dampers tested from local and remote control to ensure that they close tightly and there is no mechanical binding or light leakage observed?	YES <input type="checkbox"/> NO <input type="checkbox"/>	

Lifeboat and Rescue boat	Do the lifeboat and rescue boat engines start immediately, and the rudders have good freedom of movement?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the rescue boat launching appliance operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do the lifeboat windows have good visibility and are not obscured, hazed or opaque? No cracks or fractures shall be present.	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there cracks or fractures in the lifeboat hulls or temporary repairs of any kind?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the water spray system working properly? Nozzles are not clogged?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Liferafts and LSA	Are all liferaft painters secured properly to ensure "free floating" capability?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do the Hydro Static Release Units up to date on all liferafts? Are HRU secured correctly with liferafts painters?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Have immersion suits been inspected for tears, cracks, and deterioration? Zippers shall be fully operational.	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Main and Emergency Fire Pumps	Are pumps individually tested with two hoses supplying water to the extremities of the vessel to ensure adequate pressure?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the pumps operational under any ballast or loaded condition?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there leaks or temporary patches in the fire line or significant uncontrolled leaks in the packing glands or mechanical seals when fire pumps are energized?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the Isolation, Expansion and Fire hydrant valves used in the fire main line are in good operational condition and no apparent leaks?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Fire Fighting and Prevention	Is the fire detection system operational with no faults?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	If fitted, is the cargo hold fixed smoke detection and/or extraction system connected and fully operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the fire detectors free from any obstructions/covers?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the firefighters' suits, facemasks and other components in good condition?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do all fire screen doors fully shut, and are free of obstructions and from any hold backs to keep doors in the open position?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Charts/ Publications	Are all the required charts, including ECDIS, and publications up to date? Has the Voyage plan been prepared?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Emergency Generator	Is the Emergency Generator tested in all starting modes and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	

	Are batteries fully charged?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the generator capable of taking power load?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Oily water separator & 15 ppm alarm	Are the Oily water separator, OCM, 3-way valve and all connected piping in good order and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the crew able to test in accordance with written test procedures?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all piping be in accordance with the ship's approved drawings?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the Oil Record Book up to date?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Drills	Are all Fire, Abandon Ship and Enclosed space drills up to date?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Crew Documentation	Do all officers and ratings required by the vessel's Minimum Safe Manning Certificate have the appropriate and valid national and flag State documents for their capacities?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Emergency Lighting	Have emergency lights been tested and verified operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Emergency Exits	Are the emergency exits being free of any obstructions on the entire escape route?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Sewage treatment system	Is Sewage treatment system operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
ADDITIONAL REQUIREMENTS (for tankers only)	Is Inert Gas Generator and/or Inert Gas System is operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is Oil Discharge Monitoring Equipment (ODME) operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the cargo tank high level alarm and high-high level alarm operating with audio-visual alarms as required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the fixed gas detection system operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all pressure/vacuum (P/V) relief valves for cargo tanks have been tested and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Maintenance:			
Are there any required Ship Systems and Equipment not functioning and requiring maintenance? (If yes, please note below.)			

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: in conformance with applicable international regulations.

- a. deficiencies have been reported to the company and the Liberian Administration at prevention@liscr.com; and
- b. corrective action has been taken.

	Name(Print)	FIN	Signature
Master			
Chief Engineer			