

## Basic Vessel Pre-Purchase Inspection Guidelines for Surveyors/ Consultants

Dear Surveyor/ Consultant,

You have been appointed to undertake a pre-purchase inspection of a vessel on behalf of Horizon Offshore Services Client. The following guidance notes will explain to you what is expected of you in order to deliver a report to the necessary standards.

Please follow these guidelines closely.

### 1. PRIOR TO INSPECTION

You have been provided with full details of the inspection location, ship type, name, agent's details and all other information allowing you to plan your visit accordingly.

*PLEASE NOTE THAT A TIMELY ARRIVAL ONBOARD THE VESSEL IS YOUR RESPONSIBILITY; THIS INCLUDES LIAISON WITH LOCAL AGENTS AND ARRANGEMENT OF ALL TRAVEL/ ACCOMMODATION AS APPLICABLE.*

If there are any likely delays with your attendance on-board the vessel(s), you must notify Horizon Offshore Services staff immediately.

### 2. DOCUMENTATION

Prior to arrival on board the vessel there are certain documents which must be requested to be made available by the Master. This process will reduce the physical inspection time and time wasted waiting for documents to be made available.

If requested documents are not made available in advance you must notify Horizon Offshore Services Marine staff immediately.

Please provide copies of all documents available in electronic format following the inspection.

### 3. ACCESS

In advance of the inspection you are to request access is to be provided to all areas of the vessel. Enclosed spaces such as ballast tanks, or cargo tanks should be opened up at least 24hours prior to arrival to ensure safe access. It should be deemed standard procedure to inspect at least 2 Ballast Tanks in addition to the Peak Tanks.

Where possible, surveyors/ consultants must endeavor to enter as many empty cargo holds and tanks as possible during the survey.

If ballast tanks and other areas are not made available for inspection in advance *PLEASE NOTIFY THIS OFFICE IMMEDIATELY VIA EMAIL OR PHONE*. This should also be commented up in the final report.

Please note that any enclosed, confined spaces must be opened, ventilated and prepared for access, in accordance with the on-board procedures for enclosed space entry, and in line with standard industry practice. Evidence of tank entry procedure must be requested.

### 4. DURING INSPECTION

You are reminded that the purpose of the pre-purchase inspection is for the potential buyer to ascertain whether the vessel represents a reasonable investment in view of its market value.

In many cases you are the only opportunity that the buyer will get to physically evaluate the vessel and therefore detailed attention must be given to all areas of the vessel.

## 5. TIME MANAGEMENT

A full inspection of any type covering all required areas should take between 8-10 hours onboard. There is sometimes the possibility that there is insufficient time for a full inspection to take place – in such scenarios the surveyor/ consultant must carry out a general appraisal to the best of his ability, and then select the most important areas to concentrate upon. Time management is important to ensure that the time onboard is maximized.

The surveyor/ consultant must ensure that the Master is aware of his presence onboard and the scope of the inspection to ensure both safety and cooperation during the survey.

## 6. CRITICAL AREAS

The following areas are to be given priority, and are considered critical. If for any reason you cannot comment upon these areas, it is to be clearly specified and reflected on in the formal report.

### a) Main propulsion system

- Including details on type, manufacturer, performance
  - ✓ **DP System** and its main components/power distribution – manufacturer, software version, last FMEAs/sea trials data, OCIMF/OVID reports, any class reports/observations, last upgrade if any etc.
  - ✓ **PM** – same as above
  - ✓ **ROV/ AUV** equipment- condition
  - ✓ Any other Critical equipment, Heavy Lift Cranes and/ or Sat/Air Diving & Drilling/ ESD/EDS/ BOP Systems & Well Control, Pipelay, Sample Core or Seismic Acquisition equipment/ machineries - condition

### b) Speed/Cons performance data

- Including a copy of the sea trial data,
- Speed/cons/rpm data for last 5 voyages for ME/AE
- LO Consumption for ME/AE

### c) Boiler

- Type and manufacturer, Heating capacity, Working pressure etc

### d) Auxiliary diesel generators

- Type and manufacturer, consumptions, performance etc

### e) Main engine auxiliary blower

- Type and manufacturer, number of blowers fitted, Electrical consumption in kW

### f) Purifiers

- Confirm specification of fuels (max. density) on which purifier can operate successfully removing contaminations and water

**g) Ballast Tank condition**

- Critical to see at least 2 ballast tanks + fpeak & aftpk
- Coating condition, breakdown, steel wastage in percentage

**h) Cargo Tanks / Hold condition**

**i) Additional Areas of Interest**

- Class status of the vessel (UWILD)/ class notations.
- Navigational equipment: are ECDIS available on board/how many pieces, model?
- BWTS available or not.
- Review of the vessel FO/DO fuel storage/transfer system with regard to present storage capabilities and suitability for ME, AE and boiler to use LSFO/GO.
- Mooring ropes available on board and their condition.
- Running hours of main machineries and main maintenance records.
- Latest at least two lub oil samples laboratory results.
- Is vessel compliant with US EPA rule from 13 Dec, 2013 regarding using of EAL's (Environmentally Acceptable Luboils)
- Is vessel's stern seal(s) compatible with EAL's (Environmentally Acceptable Luboils)
- Please request sighting the Maintenance records and take note of work/maintenance done to main engine and main components.
- Special attention to be paid to cylinder liners measurements and any abnormalities to be recorded and reflected in detail in the formal report

**7. PHOTOGRAPHIC EVIDENCE**

It is of paramount importance that good quality descriptive photos of vessel's general condition (hull, decks, engine room, accommodation, etc.) as well as photos detailing all defect/ deficiencies found during the survey are to be appended to the formal report. Whilst the number of photos the formal report holds will be at surveyor's/ consultant's discretion, in line with industry practice the minimum number of photos should not be below 100.

**DO NOT TAKE ANY MORE THAN 150 PHOTOS IN LOW/MEDIUM RESOLUTION. DO NOT SEND US PHOTOS WHICH ARE OUT OF FOCUS OR OF POOR QUALITY. TAKING ADDITIONAL VIDEO'S FOR CLIENT-RECORDS IS GOOD PRACTICE TO SEND US.**

Photographs must be categorized and filed as follows:

In cases where an intrinsically safe camera is required but not available, please purchase disposable, non-flash type camera's for use in restricted areas such as on deck and in tank's etc. Please ensure that the necessary persons such as Master's or Terminal managers give permission for the use of any intrinsically safe or disposable camera. If you wish to claim the expense for purchase of disposable cameras, please seek confirmation from the relevant Horizon Offshore Services Technical Marine Office.