

**E. PANDI GUIDANCE TO SHIPOWNERS, MANAGERS, SUPERINTENDENTS AND MASTERS IN PREPARATION FOR P & I CONDITION SURVEY**

**1. Introduction:**

Your vessel is scheduled for inspection by an E. pandi approved P&I condition surveyor. This survey is an important requirement under the Club's Rules of Entry and must be accomplished within the due date notified to you to facilitate full cover. The cost of the survey will normally be to the member's account and must be settled directly with the surveying company engaged.

E. pandi cannot accept any responsibility for any errors or omissions on the part of the attending surveyor or his employers.

**2. Purpose & Scope of the Survey:**

The primary purpose of the survey is to help the member and his crew to identify deficiencies in the vessel's structure, equipment or operations which represent a potential P&I hazard. The inspection will be accomplished by reference to a comprehensive survey check-list which is available on the E. pandi's website. It is recommended that the vessel's Superintendent, Master and Senior Officers be provided with a copy of the E. pandi P&I Survey Report form prior to the P&I surveyor's attendance. This will assist their understanding of the nature and scope of the inspection for both planning and preparation purposes e.g. access and ventilation of fore peak and ballast tank spaces etc.

**3. Importance of Adequate and Pre-Agreed Accessibility:**

All parts of the vessel including cargo holds, hatches, superstructure, bridge, engine room etc. must be accessible for inspection (this includes provision of both adequate time and daylight hours to facilitate photography). Also, as agreed with the surveyor prior to his attendance, a cross section of about 25 – 30% of the ballast tanks must be empty and available for internal inspection e.g. Fore Peak Tank (essential), at least two Topside Tanks and at least two DB/Hopper Tanks, plus the Aft Peak (essential if this is ballast tank). A further 25-30% of the ballast tanks must also be available for hydrostatic pressure testing.

Every effort will be made to work with the member to avoid delaying the vessel and/or interrupting her cargo operations. However, it is essential that members understand that if a P&I surveyor is denied access to an essential area of inspection and/or inadequate time, then a notation of "NI" (Not Inspected) will constitute a deficiency which will require a follow up survey at the owner's further expense. This can be avoided through good planning and full co-operation.

**4. Surveyor's and Crew's Safety:**

Members will appreciate that vessel inspection can be intrinsically hazardous. Members must therefore ensure that the preparation for entry and inspection of all "Confined Spaces", including cargo holds, cargo tanks, ballast tanks, chain lockers etc is accomplished in strict accordance with the vessel's ISM Code Permit to Enter/Work procedures (such procedures should be in compliance with IACS Recommendation 072, Confined Space Safe Practice, available at [www.iacs.org](http://www.iacs.org))

N.B. If the surveyor is not satisfied with the vessel's Permit to Enter/Work procedures, he is entitled to refuse to enter any confined space designated for inspection until entry procedures are rectified and the costs of any Follow Up survey required will be to the member's account.

**5. Provision of List of Recommendations & Risk Assessment**

The attending P&I surveyor will discuss his finding with the Master and attending Superintendent (if any) and will provide the Master with a handwritten copy of his list of P&I deficiencies and recommendations. The Master should then transmit a copy of the deficiency list to the member's office to facilitate immediate rectification. The member may, in turn, wish to transmit a copy to their P&I broker.

The surveyor's full report and photos will then be subjected to a comprehensive review and audit by E. pandi's Risk Control (RC) consultant. The RC consultant will produce an Endorsement which will advise (1) the deficiency noted (2) the P&I risk (3) the nature of the rectification required and (4) the verification process necessary for the deficiency to be deleted. The RC report should be used as an owner's/member's rectification plan. The goal is, of course, for all P&I deficiencies to be rectified by the member at the earliest possible date.

**6. Clarifications and Further Advice:**

If the member may require any further advice or assistance in understanding the requirements or obligations associated with the P&I survey and/or Risk Assessment process, then E. pandi and its dedicated correspondent will be pleased to assist.