**ENGINEERING CHECKLISTS**

ARRIVAL CHECKLIST

|  |  |  |  |
| --- | --- | --- | --- |
| **Ship** | **Date** | **Arrival Port** | **ETA Arrival** |

|  |  |  |  |
| --- | --- | --- | --- |
| **12 Hours Notice** | | **INITIALS** | **TIME** |
| 11 | Prior Notice of ETA |  |  |
| 12 | All machinery fully operational and ready for entering Port |  |  |
| 13 | All machinery fully operational and ready for sea |  |  |
|  | | | |
| **2 Hours Notice** | | | |
| 21 | Main Engine ready for Manouvering |  |  |
| 22 | Engine Room Inspection completed and all systems operational |  |  |
| 23 | Bilges Inspected |  |  |
| 24 | LO Oil Purifier Operating |  |  |
|  | | | |
| **1 Hours Notice** | | | |
| 31 | Chief Engineer and ETO Notified |  |  |
| 32 | Bridge / ER communications established clocks synchronized |  |  |
| 33 | Steering Gear Tested |  |  |
| 34 | Telegraph Tested (If CPP System full ahead and full astern) |  |  |
| 35 | Communication checked ECR, ER, Steering Gear |  |  |
| 36 | Check Air Compressors and fill Bottles |  |  |
| 37 | Drain Air Bottles |  |  |
| 38 | 2nd Generator Started and connected to Board |  |  |
| 39 | Tank all tank soundings and record |  |  |
| 310 | Operating Generators Inspected and Checked |  |  |
| 311 | Vessel stop ahead / astern movement confirmed Ok |  |  |
| 312 | Ensure standby generator switched to Auto |  |  |
| 313 | Check engine and Stern Tube Header Tanks |  |  |
| 314 | Notify Bridge all systems are operational and ready for Standby |  |  |
| 315 | Chief Engineer and ETO Notified |  |  |
|  | | | |
| **Standby** | | | |
| 41 | Bow Thruster On |  |  |
|  | | | |
| **On First Start / Movement** | | | |
| 51 | Main Engine Stopped |  |  |
| 52 | Cocks Opened and Turning engaged |  |  |
| 53 | Engine turned on turning gear |  |  |
| 54 | Once Engine had time to cool sufficient pimps shut off |  |  |
| 55 | Machinery set up for harbour / cargo operations |  |  |

|  |  |  |  |
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| **OOW ENGINEER** | **Name** | **Signature** | **Date** |