

Identification & Seals Register

Vessel	

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FREQUENCY OF USE	1. To be used to record the identification of critical equipment and the
	application or removal of tamper evident seals.
FILING & REPORTING	1. To be held by the Chief Engineer.
	2. Upon completion of any section, a new register is to be attached to the
	back of this document and recording continued therein.
RESPONSIBILITY	1. Chief Engineer responsible for ensuring register is kept up to date.
	2. Crew members who apply or remove seals responsible for ensuring those
	applications/ removals are recorded in this register

- 1. Introduction
- 2. Verification Requirements
- 3. Seals Register
 - A. Seals Applied to Oily Water Separator Discharge Piping Flanges
 - B. Seals Applied to Overboard Discharge Valves
 - C. Seals Applied to Bilge Cross-Connection Valves
 - D. Seals Applied to Bunker System Flanges
 - E. Seals Applied to Bunker Valves
 - F. Seals Applied to Blank Flanges
 - G. Seals Applied to Other Valves
 - H. Seals Applied to Other Flanges
 - X. Seals Applied for Other Environmental Protection Applications
 - Y. Seals Applied for Other Safety or Security Applications
- 4. Identification Register
 - A. Flexible Hoses
 - B. Portable Pumps
 - C. Other
- 5. Verifications
 - A. Chief Engineer's Quarterly Verifications
 - B. Master's Six-Monthly Verifications

1. INTRODUCTION

This register has been provided to the ship as a tool to enable the effective implementation of environmentally sound shipping practices and to allow for the recording of other seals applied for safety or any other purpose. It is referred to directly in MSMS section A10 Environmental Protection, which all crew are required to be familiar with.

It is to be held by the Chief Engineer, who is responsible for ensuring that it remains up to date at all times. The register is to be held onboard for the life of the ship, and presented to members of the Ship Management Team, Fleet Office, auditors or inspectors upon request.

Once any section of the register is full, an entirely new register is to be stapled/ glued/ attached to the back and that section continued there.

2. VERIFICATION

To ensure that the register is being correctly used the following random checks and inspections are to be carried out and recorded in the appropriate part of section 5:

i. Quarterly (by the end of March, June, September and December)

The Chief Engineer is to randomly select:

- One identification tag
- One seal

and is to personally verify that the physical tags/seals correspond with the information recorded in this register.

ii. Six-Monthly (by the end of June and December)

The Master is to randomly select:

- Two identification records/tags
- Three seals

And is to personally verify that the physical tags/seals correspond with the information recorded in this register.

iii. Inspections by Ship Management Team

Whenever a member of the Ship Management Team is onboard they should take steps to verify the accuracy of a sample of the information contained in this register.

3 SEALS REGISTER

3A	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
7							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

ЗА	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
53							
54							
55							

3A Further comments or remarks relating to this section (include line reference where applicable)	

3B Seals Applied to Overboard Discharge Valves

3B

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
13							
20							
20							
21							
22							
23							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3B	Seal No.	Valve & Piping System Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
53							
54							
55							

5 Further comments or remarks relating to this section (include line reference where applicable)

3C

3C	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3C	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3C	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3C	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3C	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

${f C}$ Further comments or remarks relating to this section (include line reference where applicable)

3D Seals Applied to Bunker System Flanges

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
1							
2							
3							
4							
5							
6							
7							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3D	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
52							
53							
54							
34							
55							

3D Further comments or remarks relating to this section (include line reference where applicable)						

3E Seals Applied to Bunker Valves

3E Seals Applied to Bunker Valves

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
23							
30							
30							
31							

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3E	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3E	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
02							
52							
53							
54							
34							
55							

3E Further comments or remarks relating to this section (include line reference where applicable)								

3F Seals Applied to Blank Flanges

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3F	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
31							
52							
32							
53							
54							
34							
55							

3F Further comments or remarks relating to this section (include line reference where applicable)							

3G Seals Applied to Other Valves

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
4							
1							
2							
3							
4							
5							
6							
7							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3G	Seal No.	Valve Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
53							
54							
55							

3G Further comments or remarks relating to this section (include line reference where applicable)							

3H Seals Applied to Other Flanges



3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
5							
6							
7							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
33							
36							
37							
37							
38							
38							
39							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3H	Seal No.	Flange Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
53							
54							
55							

Further comments or remarks relating to this section (include line reference where applicable)	

3X

3X	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3X	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

ЗХ	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
20							
21							
22							
23							

ЗХ	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

ЗХ	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3X	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

ЗХ	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
52							
53							
54							
34							
55							

3X Further comments or remarks relating to this section (include line reference where applicable)						

3Y

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
1							
2							
3							
4							
5							
6							
7							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
8							
9							
10							
11							
12							
13							
14							
15							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
16							
17							
18							
19							
13							
20							
20							
21							
21							
22							
22							
23							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
24							
25							
26							
27							
28							
29							
30							
31							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
32							
33							
34							
35							
36							
37							
38							
39							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
40							
41							
42							
43							
44							
45							
46							
47							

3Y	Seal No.	Details	Date Seal Applied	Signature	Date Seal Removed	Reason for Removal of Seal	Signature
48							
49							
50							
51							
31							
52							
32							
53							
54							
34							
55							

BY Further comments or remarks relating to this section (include line reference where applicable)							

4 IDENTIFICATION REGISTER



4A	Tag No.	Hose Purpose/ Usage	Diameter	Material	Length	Storage Location	Disposal Date	Means of Disposal	Signature
1									
2									
4									
5									
6									
7									

4A	Tag No.	Hose Purpose/ Usage	Diameter	Material	Length	Storage Location	Disposal Date	Means of Disposal	Signature
8									
9									
10									
11									
12									
13									
14									
14									
15									

4A	Tag No.	Hose Purpose/ Usage	Diameter	Material	Length	Storage Location	Disposal Date	Means of Disposal	Signature
16									
17									
18									
19									
20									
21									
22									
23									

4A	Tag No.	Hose Purpose/ Usage	Diameter	Material	Length	Storage Location	Disposal Date	Means of Disposal	Signature
24									
25									
26									
27									
28									
29									
30									
30									
31									

4A	Tag No.	Hose Purpose/ Usage	Diameter	Material	Length	Storage Location	Disposal Date	Means of Disposal	Signature
32									
33									
34									
35									
36									
37									
38									
39									

4A Further comments or remarks relating to this section (include line reference where applicable)

4B Identification of Portable Pumps

4B Identification of Portable Pumps

4B	Identification/ Tag No.	Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
1								
2								
3								
4								
5								
6								
7								

4B	Identification/ Tag No.	Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
8								
9								
10								
11								
12								
13								
14								
15								

4B	Identification/ Tag No.	Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
16								
17								
18								
19								
20								
21								
22								
23								

4B Further comments or remarks relating to this section (include line reference where applicable)

4C Identification of Other Equipment

4C	Identification/ Tag No.	Details Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
1								
2								
3								
4								
5								
6								
7								

4C	Identification/ Tag No.	Details Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
8								
9								
10								
11								
12								
13								
14								
15								

4C	Identification/ Tag No.	Details Make & Type	Intended Usage	Date Brought Onboard	Stowage Location	Disposal Date	Means of Disposal	Signature
16								
17								
18								
19								
20								
21								
22								
23								

4C Further comments or remarks relating to this section (include line reference where applicable)						

5. <u>VERIFICATION</u>

a. Chief Engineer's Quarterly Verification

Quarter (circle)	1	2	3	4	Year	
Seal Verified	Section				Line	
ID Verified	Section				Line	
seal or identification	n number/	tag on the	equipmer	nt.	he IDSR corresponds	
					SR does not correspo	
		_			ave informed the Shi	р
Management Team	and entere	ed an inci	dent repo	OLL III SIVIII	/13.	
Name & Signature					Date	
Quarter (circle)	1	2	3	4	Year	
Seal Verified	Section				Line	
ID Verified	Section				Line	
I have personally ve	rified that	the inform	ation conf	tained in t	he IDSR corresponds	to the
seal or identification	n number/	tag on the	equipmer	nt.		
					SR does not correspo	
		_			ave informed the Shi	р
Management Team	and enter	ed an "Inci	dent" rep	ort in SMN	∕IS.	
Name & Signature					Date	
Quarter (circle)	1	2	3	4	Year	
Seal Verified	Section				Line	
ID Verified	Section				Line	
I have personally ve seal or identification					he IDSR corresponds	to the
					SR does not correspo	and to
					ave informed the Shi	
Management Team						P
			<u> </u>			
Name & Signature					Date	
		1	T	T		
Quarter (circle)	1	2	3	4	Year	
Seal Verified	Section				Line	
ID Verified	Section				Line	
I have personally ve	rified that	the inform	ation conf	tained in t	he IDSR corresponds	to the
seal or identification	n number/	tag on the	equipmer	nt.		
OR I have identified	that the in	formation	contained	d in the ID:	SR does not correspo	ond to
the seal or identifica	ation numb	per/ tag on	the equip	ment. I ha	ave informed the Shi	р
Management Team	and enter	ed an "Inci	dent" rep	ort in SMN	ΛS.	
Name & Signature					Date	
	1	T	ı	ı	T	1
Quarter (circle)	1	2	3	4	Year	

Seal Verified	Section				Line			
ID Verified	Section				Line			
I have personally verified that the information contained in the IDSR corresponds to the seal or identification number/ tag on the equipment.								
OR I have identified					SR does not corre	spond to		
the seal or identifica						•		
Management Team		_				•		
Name & Signature			·		Date			
Quarter (circle)	1	2	3	4	Year			
Seal Verified	Section				Line			
ID Verified	Section				Line			
I have personally ve	rified that	the inform	ation cont	ained in t	he IDSR correspor	nds to the		
seal or identification	number/	tag on the	equipmer	nt.				
OR I have identified						•		
the seal or identifica		_				Ship		
Management Team	and entere	ed an "Inci	dent" repo	ort in SMI	ΛS.			
Name & Signature					Date			
						1		
Quarter (circle)	1	2	3	4	Year			
Seal Verified	Section				Line			
Scar vermed	30001011				Line			
ID Verified	Section				Line			
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Seal Verified	Section				Line		
ID Verified	Section				Line		
I have personally verified that the information contained in the IDSR corresponds to the							
seal or identification number/ tag on the equipment.							
OR I have identified that the information contained in the IDSR does not correspond to							
		_			ive informed the Ship	0	
Management Team	and enter	ed an "Inci	dent" repo	ort in SIVIN	/IS.		
Name & Signature					Date		
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Quarter (circle)	1	2	3	4	Year		
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seal or identification	number/	tag on the	equipmer	nt.			
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the seal or identification number/ tag on the equipment. I have informed the Ship							
Management Team and entered an "Incident" report in SMMS.							
Name & Signature					Date		
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Seal Verified	Section				Line		
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the seal or identification number/ tag on the equipment. I have informed the Ship							
Management Team and entered an "Incident" report in SMMS.							
Name & Signature					Date		

b. Master's Six-Monthly Verifica

MANTH (CIRCIA)	,	Б 1	T.V.	
Month (circle)	June	December	Year	
1 Seal Verified	Section		Line	
2 Seal Verified	Section		Line	
3 Seal Verified	Section		Line	
1 ID Verified	Section		Line	
2 ID Verified	Section		Line	
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Name & Signature			Date	
Month (circle)	June	December	Year	
	June Section	December	Year Line	
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1 Seal Verified 2 Seal Verified	Section	December	Line	
1 Seal Verified 2 Seal Verified 3 Seal Verified	Section Section	December	Line Line	
Month (circle) 1 Seal Verified 2 Seal Verified 3 Seal Verified 1 ID Verified 2 ID Verified	Section Section	December	Line Line Line	
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Month (circle)	June	December	Year						
1 Seal Verified	Section	December	Line						
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	rified that the inform		he IDSR corresponds	to the					
seal or identification number/ tag on the equipment. OR I have identified that the information contained in the IDSR does not correspond to the seal or identification number/ tag on the equipment. I have informed the Ship Management Team and entered an "Incident" report in SMMS. Comments:									
Name & Signature Date									
J									
Month (circle)	June	December	Year						
1 Seal Verified	Section		Line						
2 Seal Verified	Section		Line						
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Comments: Name & Signature Date									

Month (circle)	June	December	Year						
1 Seal Verified	Section		Line						
2 Seal Verified	Section		Line						
3 Seal Verified	Section		Line						
1 ID Verified	Section		Line						
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	rified that the inform n number/ tag on the		he IDSR corresponds	to the					
OR I have identified the seal or identification	that the information ation number/ tag on and entered an "Incid	contained in the IDS the equipment. I ha	ive informed the Ship						
Comments:									
Name & Signature	Name & Signature Date								
		· .	1	<u> </u>					
Month (circle)	June	December	Year						
1 Seal Verified	Section		Line						
2 Seal Verified	Section		Line						
3 Seal Verified	Section		Line						
1 ID Verified	Section		Line						
2 ID Verified	Section		Line						
I have personally verified that the information contained in the IDSR corresponds to the seal or identification number/ tag on the equipment.									
OR I have identified that the information contained in the IDSR does not correspond to the seal or identification number/ tag on the equipment. I have informed the Ship Management Team and entered an "Incident" report in SMMS.									
Comments: Name & Signature Date									
1.6									