

Novaveritas NV



HSSEQ

FROM: NOVAVERITAS NV – HSSEQ Department

TO: to all NV Surveyors & Auditors and technical personnel

DATE: August 11<sup>th</sup>, 2016

SUBJECT: Pictures to be reproduced by auditors during an audit

OBJETIVE: To identify Non Conformities that couldn't be noted during the audit.

## A) PROCEDURES & REQUIREMENTS

Many PSC detentions can be avoided by a correct implementation of the ISM Code which supposes that all relevant codes and regulations of the industry are taken into account. However, many times key findings are not notices by internal auditors due many reasons.

In order to avoid at the maximum the possibility to lose the opportunity to find deviation during the audit, will be mandatory for all NV Auditors to take as minimum the following photographs:

N°	Item	Check	Remarks (if picture was not taken, state the reason why)
1	External Hull full photo with name on the Bow visible.	<input type="checkbox"/>	
2	Photo from Bridge Wing showing Funnel, Funnel Deck area and Funnel dumpers (open position and close position)	<input type="checkbox"/>	
3	View of underneath of the Deck Pipelines & Main deck.	<input type="checkbox"/>	
4	One Cargo manifold including the tray.	<input type="checkbox"/>	
5	View of Main Engine from top and bilges.	<input type="checkbox"/>	
6	Running Aux. Engine with the tray underneath. (3 generators)	<input type="checkbox"/>	
7	Main Engine aft bilges under the tail shaft.	<input type="checkbox"/>	
8	Main Engine Fuel Pump área	<input type="checkbox"/>	
9	Purifiers	<input type="checkbox"/>	
10	Life boat (both or Free fall life boat)	<input type="checkbox"/>	
11	Galley	<input type="checkbox"/>	

For Gas Carrier and Oil Tanker, please take into consideration that approves cameras are required to take pictures on deck. In this case, request to the Master to produce the pictures on deck for your records.

## **B) DOUBTS ABOUT FINDINGS**

In case that you have any doubts, don't hesitate to contact NV Supervisor on duty at his Whatsap Number which will be announced at the P.O. and remember, if findings are produced in other areas, then **pictures of this findings are mandatory.**

Technical Department