

CHECK LIST BEFORE DRY DOCKING	Ship's Name:
	Port :
	Docking Date:

No.	Items	Checked by	Check(O/X)	
			Checked by	Master
1	Post the watch bill for dry docking (including emergency contact list)	C/O		
2	Clean up and arrange each storage rooms and do locking ?	C/E		
3	Ensure materials necessary for dry docking ? <input type="checkbox"/> Deck <input type="checkbox"/> Engine <input type="checkbox"/> Radio & Steward	C/E		
4	Prepare for calibration measurement equipment for dry docking ?	C/E		
5	Prepare for critical tools necessary for dry docking ?) <input type="checkbox"/> LEVEL GAUGE <input type="checkbox"/> M/E <input type="checkbox"/> G/E	C/E		
6	Have a Sea-casualty Report approved ? Place/Date(MM/DD)	CAPT.		
7	Minimize the remaining F.O and make tanks empty if possible ?	C/E		
8	Ensure drawings necessary for dry docking ?	C/E		
9	Receive ship's dry docking Schedule ?	Master		
10	Receive specifications for the dry dock and repair quays of the shipyard ?	Master		
11	Is it possible to control the Max. draft required when docking? LOW TIDE: m, HIGH TIDE: m, TRIM: m	C/O		
12	Is there paint marking performed at places to be repaired while docking ?	C/E		
13	Make Dept. members familiar with what to be maintained by each Dept. ?	C/E		
14	Perform education or training for the prevention of accidents related to safety and for the prevention of fire ?	C/O		
15	Thoroughly establish measures for prevention of being frozen to burst and take the measures ? <input type="checkbox"/> Discharge on-deck piping drain (C/O) <input type="checkbox"/> Discharge drain from cargo gear and fill anti-freezing solution (C/O) <input type="checkbox"/> Discharge drain from machines in the engine room (I/E)	C/E		
16	Open manhole covers and Gas Free of cargo hold, or ballast tank & etc. to be repaired?	C/O		
17	Prepare for surveys that shall be received during the dry docking ?	C/E		
18	Check to see where and how to connect to the shore electricity ?	C/E		
19	Check to see where cooling water or fresh water should be connected ?	C/E		
20	Minimize bilge of the engine room ?	C/E		
21	Lock up bilge discharge valves to the sea ?	C/E		

Remarks :

Date	20 . . .	Approval	Master :
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