



TECHNICAL CIRCULAR No. 801 of 5th November 2023

To	All Surveyors/Auditors. All flags
Title	General Preparation for Survey
Reference	CONARINA Requirements

General Preparation for Survey

Once the attendance has been confirmed, the Surveyor(s) should prepare for conducting the survey(s). This should include the following minimum preparations:

- Confirm that any recognized service supplier (thickness measurement firms, diving companies, radio technicians, etc.) are recognized by CONARINA, with current certification.
- Plan with the owner/requestor for attendance, exchanging contact information such as cell phone number and e-mail address.
- Obtain Vessel Status Report for attendance to confirm type of vessel, specific survey due dates, Rule requirements applicable to complete the requested surveys. "Additional Requirements" and/or any facility comments which may require verification and closing at time of survey.
- Become familiar with the requirements of the survey(s) to be conducted, such as CONARINA Rules, Standards, Codes, Conventions, Process Instructions, and Verification Points.
- Review to the extent possible the accuracy of the existing certificates and associated Records/Supplements.
- Review the inspection tools, equipment and survey methods (rafting, staging, ship-to-ship transfer, confined spaces, etc.) that will be needed during the attendance.
- Review Vessel Survey Status where vessels had premature completion of SSH. The Rule requirements to be used are based on the age of the vessel and not the survey cycle number.
- Third Party Measuring Equipment -Prior to use, the Surveyor is to validate the date and serial number on any calibration certificates for the measuring equipment used during inspections.

REFERENCES:

- CONARINA Instructions

ATTACHMENTS: No

Kindest Regards,
CONARINA Technical Office

CONARINA Head Office

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