

HARBOUR TUG AUDIT/SELF-DECLARATION



VESSEL NAME:	
OWNER/OPERATOR:	
DATE:	
PERSON COMPLETING FORM:	
POSITION/RANK:	

Note – Section in **RED** to be completed by the towage contractor/tug crew
 Section in **GREEN** to be completed by a representative of Port of Cromarty Firth

1. Tug's general specification			
1.1	Dimensions		
1.2	Speed		
1.3	Bollard Pull		
1.4	Main Engines		
1.5	Propellers/Nozzles		
1.6	Rudders		
1.8	Type of towage equipment (incl. last emergency release date)		
2. Tug's Certification and Classification (as applicable)			
2.1	Classification of Tug		
2.2	LSA certificates or records of inspection		
2.3	Loadline certificate		
2.4	Tonnage certificate		
2.5	Radio certificate		
2.6	Other relevant certificates		
2.7	Is an on-board audit required?	Y N	If yes – complete sections 3-10 If no – sign 2.8 and return a copy to person completing form
2.8	Port of Cromarty Firth Duty Marine Manager:	Signed: Date:	

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		CHECKED		REMARKS
		YES	NO	
3. Areas and types of Operation				
3.1	Areas defined by class of tug, MCA, manning and crew certification			
3.2	Type of operation – sizes and Classes of vessels to be assisted			
4. Manning and Crew Competencies				
4.1	Crew certification as required by Marine & Coastguard Agency (MCA)			
4.2	Crew competence as defined by training and experience			
4.3	Manning as defined by safe manning, tug design and operation			
5. Operational Safety Systems				
5.1	Bridge & Navigational equipment			
5.2	Communication equipment			
5.3	Secondary systems			
5.4	Safety equipment			
5. Hull				
5.1	Hull condition			
5.2	Opening & closing devices			
5.3	Fendering			
5.4	General housekeeping			

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		CHECKED		REMARKS
		YES	NO	
6. Machinery & Maintenance				
6.1	Essential operational machinery, visual inspection			
6.2	Maintenance system			
7. Towage Capability				
7.1	Winches, hooks, leads, posts and associated equipment			
7.2	Ropes and wire towing gear, main and secondary. Sight Certification			
7.3	Quick release systems – remote and local			
7.4	System of inspection and replacement of towing gear			
7.5	Procedure for reporting and following up damages and breakages			
8. Recording and Reporting Systems				
8.1	H.S.E. Awareness			
8.2	Incident and accident reporting			
8.3	Emergency drills			
8.4	Defect and maintenance			
9. Audits – Comments & Recommendations				
10.	Port of Cromarty Firth Duty Marine Manager:	Signed: Date:		