

上海海事局关于发布《船岸安全和防污染检查表》示范格式的通知

沪海危防〔2019〕242号 2019年8月29日

各有关单位：

根据《上海港船舶污染防治办法》（沪府令2015年28号）第十七条相关要求，我局制定了《船岸安全和防污染检查表》示范格式，现予以发布。

从事船载散装液体污染危害性货物装卸作业的，作业双方应当在作业前对相关安全和防污染措施进行确认，按照规定填写《船岸安全和防污染检查表》，并在作业过程中严格落实各项要求。

特此通知。

附件1. 船/岸安全和防污染检查表（国际航行及国内沿海船舶适用）

2. 船/岸安全和防污染检查表（内河船舶适用）

船/岸安全和防污染检查表

(国际航行及国内沿海船舶适用)

SHIP/Shore Safety and Anti-Pollution Check List (Applicable to international voyage ship and domestic voyage ship)

船舶名称.....

(Name of Ship)

港口.....

(Port)

泊位.....

(Berth)

到达日期.....

(Date of Arrival)

到达时间.....

(Time of Arrival)

1. 法律依据

1. Legislative References

根据《上海港船舶污染防治办法》(上海市人民政府 2015 年第 28 号令) 第十七条, 由上海海事局制定本检查表示范格式。

Shanghai Maritime Safety Administration constitutes this model check list according to *Measures for the Prevention and Control of Pollution from Ships in Shanghai Port (Shanghai Municipal Government 2015 Act No.28th)* Regulation No.17th.

2. 技术依据

2. Technical References

本检查表适用于油类、散装化学品、液化气体三类货物作业的船舶/岸上安全和防污染确认。参考了 SOLAS 公约、MARPOL 公约、《国际散装运输危险化学品船舶构造和设备规则》、《国际散装运输液化气体船舶构造和设备规则》、《散装液体化工产品港口装卸技术要求》(GB/T15626-1995)、《油船油码头安全作业规程》(GB18434-2001)、《液化气体船舶安全作业要求》(GB18180-2010)、《国际油轮与油码头安全指南》、《国内航行海船法定检验技术规则》、《内河船舶法定检验技术规则》等, 同时考虑了船舶和岸上在作业过程中的通用做法。

This check list is mainly used for confirmation the ship/shore safety and pollution prevention of three kinds of cargo, namely oils, bulk chemicals and liquefied gases. The checking standard is mainly based on SOLAS, MARPOL, "International Code For The Construction And Equipment Of Ships Carrying Dangerous Chemicals In Bulk", "International Code For The Construction And Equipment Of Ships Carrying Liquefied Gases In Bulk", "The Specifications For Port Handling Of Liquid Chemicals In Bulk"(GB /T15626-1995), "Safety Operation Rules For Oil Tankers And Terminals" (GB18434-2001), "Requirements For Safety Operation Of Liquefied Gas Vessel"(GB18180-2010), "The International Safety Guide for Oil Tankers and Terminals", and taking general practices in the operation process of ship/shore in consideration.

3. 法律责任

3. Legal Responsibilities

船舶在码头进行安全作业的责任和义务由双方共同承担。在油类、散装化学品、液化气体货物装卸作业开始之前, 负责的高级船员和码头代表应:

The responsibility and accountability for the safe conduct of operations while a ship is at a terminal is shared jointly between ship and shore. Before cargo (namely oils, bulk chemicals and liquefied gases) operations commence, the ship's responsible officer and the terminal representative should:

(1) 就作业程序, 包括最大装载或者卸载率达成书面协议。

(1) Agree in writing on the transfer procedures, including the maximum loading or unloading rates.

(2) 对于在货物装卸作业中出现的紧急情况下应采取的行动达成书面协议。

(2) Agree in writing on the action to be taken in the event of an emergency during cargo handling operations.

(3) 在作业前对检查清单内的事项进行确认后, 按照要求进行完整填写并签字, 并在作业过程中保持该事项的持续落实。

(3) After checking the items of the Check List before operations, completely fill and sign the Check List according to the requirements as well as maintain the continued implementation of the items during the operation process.

船舶有下列情形之一的, 将被视作“未按照要求填写安全和防污染检查表”, 海事管理机构可按照《上海港船舶污染防治办法》第二十九条的规定进行行政处罚:

Ships may be taken administrative penalties on by Maritime Safety Administrations for the reason that Not Fill Safety and Anti-pollution Check List in Accordance with the Requirements according to *Measures for the Prevention and Control of Pollution from Ships in Shanghai Port (Shanghai Municipal Government 2015 Act No.28th)* Regulation No.29th under the following circumstances:

(1) 对检查清单内的事项未经确认就勾选或签字, 或存在弄虚作假的。

(1) Tick or sign items without checking, or in deception.

(2) 对应当检查并填写的事项未填写的。

(2) Not fill the items that should be checked and filled in the Check List.

(3) 作业过程中, 检查清单内已勾选或签字的事项较长时间未得到持续落实的。

(3) Ticked or signed item of the Check List is not maintained the continued implementation during the operation process.

(4) 对检查清单内代码为“A”的事项进行了勾选或签字, 但船/岸双方未交流相关协议或程序的。

(4) Tick or sign Code A item of the Check List, but there is no exchange of related agreements or procedures between ship and shore.

4. 使用指南

4. Guidelines For Use

以下指南旨在协助码头代表和负责的高级船员填写他们共同使用的船舶/岸上安全和防污染检查表。

The following guidelines have been produced to assist berth operators and ship's responsible officer in their joint use of the Ship/Shore Safety And Anti-pollution Check List.

本检查表一式二份, 第一联码头, 第二联船方。

The check list should have two copies, one for the shore, and one for the ship.

在船舶停靠期间, 船长和其所有下属船员必须严格遵守这些要求。码头代表必须确保岸上人员同样严格遵守这些要求。双方同意全力合作, 以实现安全高效的作业。

The master and all under his command must adhere strictly to these requirements throughout the vessel's stay alongside. The terminal representative must ensure that shore personnel do likewise. Each party commits to co-operate fully in the mutual interest of achieving safe and efficient operations.

检查清单内列明事项的责任在该文件中加以分配。勾选相应的选择框或者在选择框内签上中文姓氏或姓名简写字母, 并在检查清单末尾的最终声明处签字, 则表示确认接受这些责任。一旦签字, 则逐条列明通过相互交换资料议定的安全作业最低标准。

Responsibility and accountability for the statements within the Check List is assigned within the document. The acceptance of responsibility is confirmed by ticking or initialing the appropriate box and finally signing the declaration at the end of the Check List. Once signed, this details the minimum basis for safe operations that has been agreed through the mutual exchange of critical information.

检查清单的一些声明指出某些情况下船舶负有唯一责任和义务；某些情况下码头负有唯一责任和义务；而其他情况下，则承担连带责任和义务。灰色方框一般用来表示这些声明可能不适用于某一方，但是如果愿意的话，船舶或者码头可以选择勾选或者签字。

Some of the Check List statements are directed to considerations for which the ship has sole responsibility and accountability; some for which the terminal has sole responsibility and accountability; and others which assign joint responsibility and accountability. Greyed-out blanks are used to identify statements that generally may not be applicable to one party, although the ship or terminal may tick or initial such sections if they so wish.

责任和义务的指定并不表示另外一方无须进行检查以确保情况符合要求。这种指定旨在确保清楚地确定，在船舶停靠码头期间，哪一方应负责确保初始和后续情况符合要求。

The assignment of responsibility and accountability does not mean that the other party is excluded from carrying out checks in order to confirm compliance. It is intended to ensure clear identification of the party responsible for initial and continued compliance throughout the ship's stay at the terminal.

负责的高级船员应亲自检查船舶责任中涉及的所有需要考虑的事项。同样，码头代表应亲自检查所有码头责任中所需要考虑的事项。在履行这些责任时，双方代表应确定双方安全作业的标准是可以完全接受的。可以通过以下途径，达到这个目的：

The responsible officer should personally check all considerations lying within the responsibility of the tanker. Similarly, the terminal representative should personally check all considerations that are the terminal's responsibility. In fulfilling these responsibilities, representatives should assure themselves that the standards of safety on both sides of the operation are fully acceptable. This can be achieved by means such as:

- (1)确保胜任的人已经完整正确地填写了检查清单。
- (1)Confirming that a competent person has satisfactorily completed the Check List.
- (2)检查相应的记录。
- (2)Sighting appropriate records.
- (3)对需要的地方进行共同检查。
- (3)By joint inspection, where deemed appropriate.

在作业开始之前和作业过程中，为了保证相互安全，一个码头员工和一个负责的高级船员（视情况而定），可以不时地对船舶进行检验，以确保船方有效地履行其在检查清单中确认的职责。类似的检查也应在岸上进行。如果发现未能达到基本的安全要求，任何一方可以要求停止货物装卸和压载作业，直到采取了令人满意的整改措施。

Before the start of operations, and from time to time thereafter for mutual safety, a member of the terminal's staff and, where appropriate, a responsible ship's officer, may conduct an inspection of the ship to ensure that the vessel is effectively managing their obligations, as accepted in the Ship/Shore Check List. Similar checks should be conducted ashore. Where basic safety requirements are found to be out of compliance, either party may require that cargo and ballast operations are stopped until corrective action is satisfactorily implemented.

4.1 检查清单结构

4.1 Structure of the Check List

此检查清单由两个部分组成，分别为国际航线及国内沿海船舶适用部分和内河船舶适用部分。

The two-part Check List is applicable to international voyage & domestic voyage ship and inland river ship.

为保证作业安全，要求检查所有相关内容，并且认可单独或者共同承担相关的责任。如果任何一方都不承担分配的责任，必须在‘备注’栏中注明，而且应进行适当的考虑，评估作业是否能够进行。

The safety of operations requires that all relevant statements are considered and the associated responsibility and accountability for compliance is accepted, either jointly or singly. Where either party is not prepared to accept an assigned accountability, a comment must be made in the ‘Remarks’ column and due consideration should be given to assessing whether operations can proceed.

如果认为某个项目并不适用于船舶、码头或者计划进行的作业，在‘备注’栏中应进行标注。

Where a particular item is considered to be not applicable to the ship, the terminal or to the planned operation, a note to this effect should be entered in the ‘Remarks’ column.

4.2 填表说明：

4.2 Instructions of form

“船舶”和“码头”栏目下的方格，表示由负责方实施检查。

The blank in the column ‘ship’ and ‘terminal’ indicates that the party concerned should carry out checks.

在“代码”栏目里的 A, P 或 R 字母，分别表示如下的意义：

The presence of the letters A, P or R in the column entitled ‘Code’ indicates the following:

A -（协议）表示该检查项应通过协议或程序来处理，并在检查表中的“备注”栏中明确或者通过其它一些双方可接受的方式来交流这些协议和程序。

A -（‘Agreement’). This indicates that the referenced consideration should be addressed by an agreement or procedure that should be identified in the ‘Remarks’ column of the Check List, or communicated in some other mutually acceptable form.

P—（批准）在否定回答的情况下，未经主管机关允许，不可进行作业。

P -（‘Permission’). In the case of a negative answer to the statements coded ‘P’, no operations are to be conducted without the written permission from the appropriate authority.

R—（重复检查）表示在双方在不超过 4 小时的间隔内须重复检查的项目。

R -（‘Re-check’). This indicates items to be re-checked at intervals not exceeding 4 hours.

在所有各方都检查完毕并接受他们被分配的责任和义务以后，才可以在共同声明上签字。

The joint declaration should not be signed until all parties have checked and accepted their assigned responsibilities and accountabilities.

散装液体船舶一通用 (Bulk Liquid Ship - General Items)				
检查项目 Inspection Items	船舶 Ship	码头 Terminal	编号 Code	备注 Remarks
1. 在船岸之间有安全通道, 并已做好应急逃生准备。 There is safety access arranged between ship and shore, and provision for an emergency escape.			R	
2. 船舶已被牢固地系缆停泊。 The ship is securely moored.			R	
3. 双方商定的船舶/岸上通信系统可以进行操作。 The agreed ship/shore communication systems are operative.			AR	通信系统: _____ Communication system 备用系统: _____ Backup system
4. 应急钢丝绳已带好并处于正确位置。 Emergency wire ropes are correctly rigged and positioned.			R	
5. 船岸双方配备了消防设备能够立即使用, 并针对货物情况交换消防措施和程序。 Ship and shore equipped with fire-fighting equipments were ready for immediate use, and information on fire-fighting measures and procedures have been exchanged for cargo .			R	
6. 船岸双方货物软管、管道、管汇或装卸臂经检验且状况良好, 配备适当并适用于预定的用途。 The ship/ shore's cargo hoses, pipelines, manifolds ,or loading arms are surveyed and in good condition, properly rigged and appropriate for the service intended.				
7. 货物装卸系统能够充分隔离和排干, 确保在管线连接之前安全拆除盲板法兰。 The cargo transfer system is sufficiently isolated and drained to allow safe removal of blank flanges prior to connection.				
8. 船岸集污容器进行了正确的管理, 防污器材已准备到位。 The ship and shore sumps are correctly managed, and anti-pollution equipments are in place			R	
9. 甲板上的排水孔被有效堵塞, 临时移除时保持监控。 Scuppers on board are effectively plugged, and temporarily removed scupper plugs will be constantly monitored.			R	
10. 船岸双方不用的货物或燃油软管接口已装				

<p>妥盲板并上紧螺丝。</p> <p>The ship and shore's unused cargo or bunkering connections are properly secured with blank flanges fully bolted.</p>				
<p>11. 封闭作业要求已经得到落实，所有货舱、压载舱和燃油舱舱盖都已关闭。</p> <p>The requirements for closed operations have been implemented, and all cargo, ballast and bunker tank lids are closed.</p>			R	
<p>12. 不使用的通海阀和舷外排出阀保持关闭并明显系牢。</p> <p>Sea and overboard discharge valves, when not in use, are closed and visibly secured.</p>				
<p>13. 作业期间，生活区、储藏室和机器处所外部门窗保持关闭，内部保持正压，空调进气口应防止货物蒸汽进入。</p> <p>During operation, all external doors and windows in the accommodation, stores and machinery spaces are closed, and positive pressure should be maintained inside the accommodation, and air conditioning inlets should be to prevent the entry of cargo vapours.</p>			R	
<p>14. 船舶防火控制图位于外部。</p> <p>Ship fire control plans are located externally.</p>				位置: _____ Location
<p>15. 船舶可以随时依靠自航移位。</p> <p>Ship can be manoeuvred under its own power at any time.</p>			PR	
<p>16. 船岸双方有足够的监护人员，并足以应对紧急状况。</p> <p>There are enough guardians on ship and shore to deal with any emergencies.</p>			R	
<p>17. 如适用，惰性气体系统(包括但不限于甲板水封、P/V 断路器、惰气阀等装置)工作状况良好。</p> <p>The Inert Gas System (including but not limited to Deck seals, pressure/vacuum breakers, IGS valves) is in good working order, if applicable.</p>			R	
<p>18. 如使用惰气系统，所有货舱大气均为正压，氧气含量≤8%（体积比）。</p> <p>If the ship is fitted with an IGS, all cargo tank atmospheres are at positive pressure with oxygen content of 8% or less by volume.</p>			R	
<p>19. 货物装卸所需要的货物安全技术说明书(MSDS) 已经进行了交换。</p> <p>Material safety data sheets (MSDS) for the cargo transfer have been exchanged.</p>				

20. 已按要求配备了国际通岸消防接头。 An International Shore Fire Connection has been equipped.				
21. 如安装了独立的高位报警系统, 是否使用正常, 并已经过了测试。 Independent high level alarms, if fitted, are operational and have been tested.			R	
22. 作业中允许的气象条件(最大风速、浪高、潮差、雷电、浓雾等)已经达成一致。 The meteorological condition (such as maximum wind speed, wave height, tidal rang, thunder and lightning, fog) for cargo operation has been agreed.			A	
23. 如适用, 在船舶保安员和港口保安员之间有保安声明。 Security declare has been signed between the Ship Security Officer and the Port Facility Security Officer, if applicable.			A	
24. 如载运易燃/有毒货品的船舶, 固定和便携式可燃气体探测器/有毒气体探测器已被校准并且能够正常工作。 If the ship carrying inflammable/poisonous cargo, the fixed and portable inflammable/poisonous gas detectors have been calibrated and in good order.			R	
25. 货物、燃油和压载操作程序已经被确认。 The procedures for cargo, bunker and ballast handling have been confirmed.			A	
26. 船舶和岸上将使用的紧急信号和停机程序已被双方认可。 The emergency signal and shut-down procedure to be used by the ship and shore have been explained and agreed.			A	
27. 货舱透气系统已被正确使用。 The agreed tank venting system have been used properly.			AR	
28. 如果连接有一个蒸汽排放控制系统, 操作参数已经得到同意。 If a vapour emission control system is connected, operating parameters have been agreed.			AR	
29. P/V 系统已被检验。 The P/V system has been verified.				
30. 船/岸管路连接有符合要求的绝缘(接地)措施。 Adequate electrical insulating measures (earthing) are in place in the ship/shore			AR	

connection.				
31. 岸上管线安装有止回阀或者避免“倒灌”的程序已经经过了检查确认。 Shore Pipelines fitted with a non-return valve or procedures to avoid ‘back filling’ have been checked.			PR	
32. 船上厨房设备和其他烹饪器具的使用要求得到切实执行。 The requirements for use of galley equipment and other cooking appliances on board have been effectively implemented.			R	
33. 吸烟室有标识,并且吸烟的要求得到遵守。 Smoking rooms labelled with signs and the smoking requirements are being observed.			AR	吸烟室位置: _____ Nominated smoking rooms
34. 明火规定得到遵守。 Naked light regulations are being observed.			AR	
35. 船舶/岸上电话、手机等通讯工具的要求得到遵守。 The requirements of ship/shore telephones , mobile phones,and other ways of communication have been observed.			AR	
36. 手电筒（闪光信号灯）是属于认可的防爆型。 Hand torches (flashlights) are of an approved explosion-proof type.				
37. 固定或便携式高频/超高频（VHF/UHF）无线电收发机和自动识别系统设备是被认可的类型，且设定在正确的发射功率模式上。 Fixed or portable VHF/UHF transceivers and AIS equipment are approved and on the correct power mode .				
38. 船舶主要无线电发射天线已经接地，雷达已经关闭。 The ship’s main radio transmitter aerials are earthed and radars are switched off.				
39. 在危险区域内的移动式电气设备同电源断开。 Electric cables to portable electrical equipment within the hazardous area are disconnected from power.				
40. 采取了措施确保在泵房内有充足的机械通风。 Measures have been taken to ensure sufficient mechanical ventilation in the pump room.			R	
41. 如果需要从岸方接受氮气用于货舱惰化，驱气或吹扫管线，就相关程序已达成协议。 Where appropriate, procedures have been agreed			AP	

for receiving nitrogen supplied from shore, either for inerting or purging ship's tanks, or for line clearing into ship.				
42. 货物系统各种仪表和警报装置被正确地设定并处于良好工作状态。 Cargo system gauges and alarming devices are correctly set and in good condition.				
油船—增项 (Oil Tanker - Additional Items)				
检查项目 Inspection Items	船舶 Ship	码头 Terminal	编号 Code	备注 Remarks
1. 是否已经按照经认可的《原油洗舱操作和设备手册》中的《抵港前原油洗舱检查表》进行检查和填写。 The Pre-Arrival COW Check List, as contained in the approved COW manual, has been checked and filled out.				
2. 是否已经按照经认可的《原油洗舱操作和设备手册》中的《原油洗舱作业检查表》，在进行原油洗舱之前、之中和之后，按要求进行检查和填写。 The COW Operation Check Lists for use before, during and after COW, as contained in the approved COW manual, are being checked and filled out.			R	
散装液体化学品船—增项 (Bulk Liquid Chemical Ship - Additional Items)				
检查项目 Inspection Items	船舶 Ship	码头 Terminal	编号 Code	备注 Remarks
1. 已经提供了生产商出具的抑制剂证书(如适用)。 The certificate of inhibitor issued by manufacturer has been provided, if applicable.			P	
2. 防止人员意外接触货物的措施已落实。 Measures to prevent accidental contact of personnel with the cargo have been implemented.				
3. 充分的防护服装和设备(包括自给式呼吸器具)已经准备就绪,能够立刻使用,并且适合所装卸的货物。 Adequate protective clothing and equipment (including self-contained breathing apparatus) are ready for immediate use and suitable for the cargo handling.				存放位置: _____ Location
4. 如果使用了自动切断系统,货物装卸率应同其相匹配。 The cargo handling rate is compatible with the automatic shut-down system, if in use.			A	

5. 货物的装卸使用永久安装的管线系统。 Cargo handling is being performed with the permanently installed pipeline system.				
6. 岸上了解船舶自动关闭阀的关闭速率; 船舶也了解岸上作业系统的类似详细信息。 The shore knows the closing rate of ship automatic closing valves; The ship also knows similar details of the shore operation system.			A	船舶: _____ ship 岸方: _____ shore
7. 船舶和岸上已经相互交换了将装卸货物的最大/最小温度/压力的信息。 Information has been exchanged between ship and shore on the max./min. temperature /pressure of the cargo to be handled.			A	
8. 在作业期间,采取措施防止因疏忽而把货舱装的太满, 防止溢流。 During operation,measures should be taken to prevent overfilling and overflowing of Cargo tanks due to negligence.				
散装液化气体船—增项 (Bulk Liquefied Gas Ship - Additional Items)				
检查项目 Inspection Items	船舶 Ship	码头 Terminal	编号 Code	备注 Remarks
1. 已经提供了生产商出具的抑制剂证书(如适用)。 The certificate of inhibitor issued by manufacturer has been provided, if applicable.			P	
2. 防止人员意外接触货物的措施已落实。 Measures to prevent accidental contact of personnel with the cargo have been implemented.				
3. 充分的防护服装和设备(包括自给式呼吸器具)已经准备就绪,能够立刻使用,并且适合所装卸的货物。 Adequate protective clothing and equipment (including self-contained breathing apparatus) are ready for immediate use and suitable for the cargo handling.				存放位置: _____ Location
4. 船舶和岸上已经相互交换了将装卸货物的最大/最小温度/压力的信息。 Information has been exchanged between ship and shore on the max./min. temperature /pressure of the cargo to be handled.			A	
5. 在作业期间,采取措施防止因疏忽而把货舱装的太满, 防止溢流。 During operation,measures should be taken to prevent overfilling and overflowing of Cargo tanks due to negligence.				
6. 水雾喷射系统准备就绪,可以随时使用。				

The water mist spraying system is ready for immediate use.				
7. 货舱和隔离舱已按要求充入惰气或干燥空气。 Cargo tanks and inter-barrier spaces have been filled with inert or dry air as required.				
8. 所有遥控阀工作状态良好。 All remote control valves are in good order.				
9. 作业需要的货泵和压缩机工作状态良好, 并且船舶和岸上已经就最大工作压力进行了确认。 The cargo pumps and compressors required for operation are in good order, and the maximum working pressure has been confirmed between ship and shore.			A	最大压力: _____ Maximum pressure
10. 再液化或者蒸汽控制设备工作状态良好。 The equipment of re-liquefaction or vapour control is in good order.				
11. 货物气体探测器已经被正确设定、校准并且工作状态良好。 The cargo gas detector has been correctly set and calibrated and in good order.				
12. 紧急停机系统已经经过了测试并工作状态良好。 Emergency shut-down systems have been tested and in good order.				
13. 船舶和岸上已经相互通知了紧急停止阀、自动阀或者类似装置的关闭速率。 Ship and shore have informed each other of the closing rates of ESD valves, automatic valves or similar devices.			A	船舶: _____ Ship 岸方: _____ Shore
14. 压缩机房通风良好; 电机房保持适当正压并且报警系统正常工作。 The compressor room is well ventilated; the electrical motor room keeps proper positive pressure and the alarm system works normally.				
15. 货舱压力释放阀设定正确, 实际设定值应清楚标示 (在备注中记录设定值)。 The pressure relief valves of cargo tanks are set correctly and actual setting values should be marked clearly (record setting values in 'Remarks').				设定值: _____ Setting value

声明

DECLARATION

我们，下述签字的人，已经根据说明，检查了以上适用项目，并且我们认为所作出选择的项目是据我们目前所知而作出的正确选择。

We, the undersigned, have checked the above items, in accordance with the instructions and have satisfied ourselves that the entries we have made are correct to the best of our knowledge.

我们也作出了安排，以便进行必要的重复检查，并同意在检查清单上那些编号为‘R’的项目应以不超过 4 小时的间隔进行再次检查。

We have also made arrangements to carry out repetitive checks as necessary and agreed that those items coded ‘R’ in the Check List should be re-checked at intervals not exceeding 4 hours.

如果我们获知任何项目的情况有所改变，我们将立即通知另一方。

If to our knowledge the status of any item changes, we will immediately inform the other party.

船舶 For Ship	岸上 For Shore
姓名..... Name	姓名..... Name
级别..... Rank	职位..... Rank
签字..... Signature	签字..... Signature
日期..... Date	日期..... Date
时间..... Time	时间..... Time

重复检查记录:

Record of repetitive checks:

日期: Date								
时间: Time								
船方确认: Initials for Ship								
岸方确认: Initials for Shore								

重复检查记录:

Record of repetitive checks:

日期: Date								
时间: Time								
船方确认: Initials for Ship								
岸方确认: Initials for Shore								

重复检查记录:

Record of repetitive checks:

日期: Date								
时间: Time								
船方确认: Initials for Ship								
岸方确认: Initials for Shore								

船/岸安全和防污染检查表

(内河船舶适用)

船舶名称.....

港口.....

泊位.....

到达日期.....

到达时间.....

5. 法律依据

根据《上海港船舶污染防治办法》(上海市人民政府 2015 年第 28 号令) 第十七条, 由上海海事局制定本检查表示范格式。

6. 技术依据

本检查表适用于油类、散装化学品、液化气体三类货物作业的船舶/岸上安全和防污染确认。参考了 SOLAS 公约、MARPOL 公约、《国际散装运输危险化学品船舶构造和设备规则》、《国际散装运输液化气体船舶构造和设备规则》、《散装液体化工产品港口装卸技术要求》(GB/T15626-1995)、《油船油码头安全作业规程》(GB18434-2001)、《液化气体船舶安全作业要求》(GB18180-2010)、《国际油轮与油码头安全指南》、《国内航行海船法定检验技术规则》、《内河船舶法定检验技术规则》等, 同时考虑了船舶和岸上在作业过程中的通用做法。

7. 法律责任

船舶在码头进行安全作业的责任和义务由双方共同承担。在油类、散装化学品、液化气体货物装卸作业开始之前, 负责的高级船员和码头代表应:

(2) 就作业程序, 包括最大装载或者卸载率达成书面协议。

(2) 对于在货物装卸作业中出现的紧急情况下应采取的行动达成书面协议。

(3) 在作业前对检查清单内的事项进行确认后, 按照要求进行完整填写并签字, 并在作业过程中保持该事项的持续落实。

船舶有下列情形之一的, 将被视作“未按照要求填写安全和防污染检查表”, 海事管理机构可按照《上海港船舶污染防治办法》第二十九条的规定进行行政处罚:

(1) 对检查清单内的事项未经确认就勾选或签字, 或存在弄虚作假的。

(2) 对应当检查并填写的事项未填写的。

(3) 作业过程中, 检查清单内已勾选或签字的事项较长时间未得到持续落实的。

(4) 对检查清单内代码为“A”的事项进行了勾选或签字, 但船/岸双方未交流相关协议或程序的。

8. 使用指南

以下指南旨在协助码头代表和负责的高级船员填写他们共同使用的船舶/岸上安全和防污染检查表。

本检查表一式二份, 第一联码头, 第二联船方。

在船舶停靠期间, 船长和其所有下属船员必须严格遵守这些要求。码头代表必须确保岸上人员同样严格遵守这些要求。双方同意全力合作, 以实现安全高效的作业。

检查清单内列明事项的责任在该文件中加以分配。勾选相应的选择框或者在选择框内签上中文姓氏或姓名简写字母, 并在检查清单末尾的最终声明处签字, 则表示确认接受这些责任。一旦签字, 则逐条列明通过相互交换资料议定的安全作业最低标准。

检查清单的一些声明指出某些情况下船舶负有唯一责任和义务; 某些情况下码头负有唯一责任和义务;

而其他情况下，则承担连带责任和义务。灰色方框一般用来表示这些声明可能不适用于某一方，但是如果愿意的话，船舶或者码头可以选择勾选或者签字。

责任和义务的指定并不表示另外一方无须进行检查以确保情况符合要求。这种指定旨在确保清楚地确定，在船舶停靠码头期间，哪一方应负责确保初始和后续情况符合要求。

负责的高级船员应亲自检查船舶责任中涉及的所有需要考虑的事项。同样，码头代表应亲自检查所有码头责任中所需要考虑的事项。在履行这些责任时，双方代表应确定双方安全作业的标准是可以完全接受的。可以通过以下途径，达到这个目的：

(1)确保胜任的人已经完整正确地填写了检查清单。

(2)检查相应的记录。

(3)对需要的地方进行共同检查。

在作业开始之前和作业过程中，为了保证相互安全，一个码头员工和一个负责的高级船员（视情况而定），可以不时地对船舶进行检验，以确保船方有效地履行其在检查清单中确认的职责。类似的检查也应在岸上进行。如果发现未能达到基本的安全要求，任何一方可以要求停止货物装卸和压载作业，直到采取了令人满意的整改措施。

4.1 检查清单结构

此检查清单由两个部分组成，分别为国际航线及国内沿海船舶适用部分和内河船舶适用部分。

为保证作业安全，要求检查所有相关内容，并且认可单独或者共同承担相关的责任。如果任何一方都不承担分配的责任，必须在‘备注’栏中注明，而且应进行适当的考虑，评估作业是否能够进行。

如果认为某个项目并不适用于船舶、码头或者计划进行的作业，在‘备注’栏中应进行标注。

4.2 填表说明：

“船舶”和“码头”栏目下的方格，表示由负责方实施检查。

在“代码”栏目里的 A, P 或 R 字母，分别表示如下的意义：

A - （协议）表示该检查项应通过协议或程序来处理，并在检查表中的“备注”栏中明确或者通过其它一些双方可接受的方式来交流这些协议和程序。

P—（批准）在否定回答的情况下，未经主管机关允许，不可进行作业。

R—（重复检查）表示在双方在不超过 4 小时的间隔内须重复检查的项目。

在所有各方都检查完毕并接受他们被分配的责任和义务以后，才可以在共同声明上签字。

散装液体船舶—通用				
检查项目	船舶	码头	编号	备注
1. 在船岸之间有安全通道,并已做好应急逃生准备。			R	
2. 船舶已被牢固地系缆停泊。			R	
3. 双方商定的船舶/岸上通信系统可以进行操作。			AR	通信系统: _____ 备用系统: _____
4. 应急钢丝绳绳已带好并处于正确位置。			R	
5. 船岸双方配备了消防设备能够立即使用,并针对货物情况交换消防措施和程序。			R	
6. 船岸双方货物或燃油软管、管道、管汇或装卸臂经检验且状况良好,配备适当并适用于预定的用途。				
7. 货物装卸系统能够充分隔离和排干,确保在管线连接之前安全拆除盲板法兰。				
8. 船岸集污容器进行了正确的管理,防污器材已准备到位。			R	
9. 甲板上的排水孔被有效堵塞,临时移除时保持监控。			R	
10. 船岸双方不用的货物或燃油软管接口已装妥盲板并上紧螺丝。				
11. 封闭作业要求已经得到落实,所有货舱、压载舱和燃油舱舱盖都已关闭。			R	
12. 不使用的通海阀和舷外排出阀保持关闭并明显系牢。				
13. 作业期间,生活区、储藏室和机器处所外部门窗保持关闭,内部保持正压,空调进气口应防止货物蒸汽进入。			R	
14. 船舶防火控制图位于外部。				位置: _____
15. 船舶可以随时依靠自航移位。			PR	
16. 船岸双方有足够的监护人员,并足以应对紧急状况。			R	
17. 货物装卸所需要的货物安全技术说明书(MSDS)已经进行了交换。				
18. 如安装了独立的高位报警系统,是否使用正常,并已经过了测试。			R	
19. 作业中允许的气象条件(最大风速、浪高、潮差、雷电、浓雾等)已经达成一致。			A	
20. 如载运易燃/有毒货品的船舶,固定和便携式可燃气体探测器/有毒气体探测器已被校准并且能够正常工作。			R	
21. 船舶和岸上将使用的紧急信号和停机程序已被双方认可。			A	
22. 船/岸管路连接有符合要求的绝缘(接地)措施。			AR	

23. 岸上管线安装有止回阀或者避免“倒灌”的程序已经经过了检查确认。			PR	
24. 船上厨房设备和其他烹饪器具的使用要求得到切实执行。			R	
25. 吸烟室有标识,并且吸烟的要求得到遵守。			AR	吸烟室位置: _____
26. 明火规定得到遵守。			AR	
27. 船舶/岸上电话、手机等通讯工具的要求得到遵守。			AR	
28. 手电筒(闪光信号灯)是属于认可的防爆型。				
29. 固定或便携式高频/超高频(VHF/UHF)无线电收发机和自动识别系统设备是被认可的类型,且设定在正确的发射功率模式上。				
30. 船舶主要无线电发射天线已经接地,雷达已经关闭。				
31. 在危险区域内的移动式电气设备同电源断开。				
32. 采取了措施确保在泵房内有充足的通风。			R	
33. 如果需要从岸方接受氮气用于货舱惰化,驱气或吹扫管线,就相关程序已达成协议。			AP	
34. 货物系统各种仪表和警报装置被正确地设定并处于良好工作状态。				
散装液体化学品船—增项				
检查项目	船舶	码头	编号	备注
1. 已经提供了生产商出具的抑制剂证书(如适用)。			P	
2 充分的防护服装和设备(包括自给式呼吸器具)已经准备就绪,能够立刻使用,并且适合所装卸的货物。				存放位置: _____
散装液化气体船—增项				
检查项目	船舶	码头	编号	备注
1. 已经提供了生产商出具的抑制剂证书(如适用)。			P	
2. 充分的防护服装和设备(包括自给式呼吸器具)已经准备就绪,能够立刻使用,并且适合所装卸的货物。				存放位置: _____
3. 水雾喷射系统准备就绪,可以随时使用。				
4. 货舱和隔离舱已按要求充入惰气或干燥空气。				
5. 作业需要的货泵和压缩机工作状态良好,并且船舶和岸上已经就最大工作压力进行了确认。			A	最大压力: _____
6. 再液化或者蒸汽控制设备工作状态良好。				
7. 货物气体探测仪已经被正确设定、校准并且工作状态良好。				

8. 紧急停机系统已经经过了测试并工作状态良好。				
9. 压缩机房通风良好；电机房保持适当正压并且报警系统正常工作。				
10. 货舱压力释放阀设定正确，实际设定值应清楚标示（在备注中记录设定值）。				设定值：_____

声明

我们，下述签字的人，已经根据说明，检查了以上适用项目，并且我们认为所作出选择的项目是据我们目前所知而作出的正确选择。

我们也作出了安排，以便进行必要的重复检查，并同意在检查清单上那些编号为‘R’的项目应以不超过 4 小时的间隔进行再次检查。

如果我们获知任何项目的情况有所改变，我们将立即通知另一方。

船舶	岸上
姓名.....	姓名.....
级别.....	职位.....
签字.....	签字.....
日期.....	日期.....
时间.....	时间.....

重复检查记录：

日期：								
时间：								
船方确认：								
岸方确认：								

重复检查记录：

日期：								
时间：								
船方确认：								
岸方确认：								

重复检查记录：

日期：								
时间：								
船方确认：								
岸方确认：								