



# Technical Circular

No.: 033/2023

Date: 17<sup>th</sup> October 2023

**Subject: Liberia - Pre-Arrival Deficiency Checklist for Vessels arriving to Australia, China, Europe and USA.**

1. In view of an increased number of detentions in Australia, China, Europe and USA, Liberian Administration vide Marine Operation Note 04/2023 requires vessels to submit a copy of the Notice of Arrival (NOA) which is submitted to the PSC authorities 96 Hours prior to entering their territorial Waters.
2. In addition to the copy of the NOA, Masters and Chief Engineers to complete, sign, and submit the Pre arrival Checklist (RLM 258) in conjunction with the copy of Notice of Arrival (NOA) which is submitted 96 hours prior to arrival. The form RLM-258 is to be included as part of the SMS and will be verified during ISM audits and Flag State Inspections.
3. In the event of consecutive port calls within a country, the RLM 258 needs only be submitted prior to the first port. An updated RLM 258 must be submitted if the condition of the vessel changes during these consecutive port calls or after the vessel calls a port in another area requiring completion of the RLM-258.
4. Failure to submit a copy of the NOA and the completed RLM 258 to the Administration may result in suspension of the Master's and/or Chief Engineer's Liberian credentials and/or an additional audit of the vessel or Company SMS.
5. Ship owners/ operators and masters of Liberia flagged ships are advised to be guided by above and ensure compliance

Enclosure:

- 1) Marine Operations Note: 04/2023



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. While we have taken utmost care to be as factual as possible, readers/ users are advised to verify the exact text and content of the Regulation from the original source/ issuing Authority.

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**THE REPUBLIC OF LIBERIA**  
**LIBERIA MARITIME AUTHORITY**

22980 Indian Creek Drive  
Suite 200  
Dulles, Virginia 20166, USA  
Tel: +1 703 790 3434  
Fax: +1 703 790 5655  
Email: [prevention@liscr.com](mailto:prevention@liscr.com)  
Web: [www.liscr.com](http://www.liscr.com)

**06 October 2023**

**Marine Operations Note: 04/2023**

(This Note supersedes Marine Operations Note 04/2023 – 31 July 2023)

**Subject: Pre-Arrival Deficiency Checklist for Vessels arriving to Australia, China, Europe and USA**

**Dear Owners/Operators/DPAs/Masters:**

**Purpose:** This Operations Note is to inform Liberian Vessel Operators of the Administration's requirement to submit a pre-arrival deficiency checklist (RLM-258) 96 hours prior to arriving to ports in Australia, China, Europe and USA

**Background:** The Liberian Administration has noticed that there has been an increased number of detentions in Australia, China, Europe and USA as vessels are arriving without preparation for a Port State Control inspection.

In accordance with Liberian Marine Operations Note [05/2023](#), all vessels entering ports in Australia, China, Europe and USA are required to submit to the Administration at [NOA@liscr.com](mailto:NOA@liscr.com) a **copy** of the Notice of Arrival (NOA) submitted to the PSC authorities *96 Hours Prior to Entering their territorial Waters*. In addition to the copy of the NOA, Masters and Chief Engineers shall complete, sign, and submit the Pre arrival Checklist (RLM 258). The RLM 258 shall be emailed to [NOA@liscr.com](mailto:NOA@liscr.com) in conjunction with the copy of Notice of Arrival (NOA) which is submitted 96 hours prior to arrival. The latest version of RLM-258 has been attached for your ready reference and may be downloaded from the [website](#). The form RLM-258 shall be included as part of the SMS which will be verified by the Flag State Inspectors on or after 30 September 2023

In the event of consecutive port calls within a country, the [RLM 258](#) needs only be submitted prior to the first port. An updated RLM 258 must be submitted if the condition of the vessel changes during these consecutive port calls or after the vessel calls a port in another area requiring completion of the RLM-258.

Failure to submit a copy of the NOA and the completed RLM 258 to the Administration may result in suspension of the Master's and/or Chief Engineer's Liberian credentials and/or an additional audit of the vessel or Company SMS.

Masters and Chief Engineers are reminded to document their actions to report defects, identify non-conformities, and initiate corrective action in accordance with the ships. These reports will demonstrate compliance with SMS.

For additional information on Advance Notices of Arrival, please see the instructions the instructions in [Marine Operations Note 05/2023](#) regarding Advance Notices of Arrival.

If you have any questions, please contact our Fleet Performance Department at Telephone: +1-703-790-3434 or by email to [prevention@liscr.com](mailto:prevention@liscr.com).

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# THE REPUBLIC OF LIBERIA

## LIBERIA MARITIME AUTHORITY

22980 Indian Creek Drive  
 Suite 200  
 Dulles, Virginia 20166, USA  
 Tel: +1 703 7903434  
 Fax: +1 703 7905655  
 Email: [prevention@lisra.com](mailto:prevention@lisra.com)  
 Web: [www.lisra.com](http://www.lisra.com)

### PRE-ARRIVAL COMPLIANCE CHECKLIST

Vessel Name: \_\_\_\_\_ Next Port of Call: \_\_\_\_\_  
 Ship's IMO No: \_\_\_\_\_ ETA: \_\_\_\_\_

Item	Common Detainable Deficiency	Response	Comments
<b>Port State inspection</b>	Have you checked the Top Detainable Deficiencies?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Have the deficiencies from the previous PSC examination been rectified?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Has the Corrective Action Report been submitted to the Administration?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>General</b>	Are the conditions of any valid dispensation being met and local authorities being informed?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there any overdue conditions of class?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there any soft patches or temporary repairs not approved by the Class on piping systems?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Cleanliness of Engine Room and Other Machinery Spaces.</b>	Are there fuel oil, lube oil or hydraulic leaks on operating machinery and oil-soaked lagging?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is there excessive bilge water in the engine room (or any other fire hazards in all machinery spaces)?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Has the Steering gear been tested in all modes?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the steering alarms operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Quick Closing Valves</b>	Are all quick closing fuel valves working properly?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are temporary blocks to force valves in the open position used?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all pneumatic lines connected?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Fixed Water-mist Fire-Extinguishing Systems</b>	Are all valves in the correct alignment (OPEN) and is the system FULLY operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the system in "AUTOMATIC MODE" and not "MANUAL MODE"?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Fire dampers, quick or self-closing devices, remote controls, etc.</b>	Are fire dampers tested from local and remote control to ensure that they close tightly and there is no mechanical binding or light leakage observed?	YES <input type="checkbox"/> NO <input type="checkbox"/>	

<b>Lifeboat and Rescue boat</b>	Do the lifeboat and rescue boat engines start immediately, and the rudders have good freedom of movement?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the rescue boat launching appliance operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do the lifeboat windows have good visibility and are not obscured, hazed or opaque? No cracks or fractures shall be present.	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there cracks or fractures in the lifeboat hulls or temporary repairs of any kind?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the water spray system working properly? Nozzles are not clogged?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Liferafts and LSA</b>	Are all liferaft painters secured properly to ensure "free floating" capability?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do the Hydro Static Release Units up to date on all liferafts? Are HRU secured correctly with liferafts painters?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Have immersion suits been inspected for tears, cracks, and deterioration? Zippers shall be fully operational.	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Main and Emergency Fire Pumps</b>	Are pumps individually tested with two hoses supplying water to the extremities of the vessel to ensure adequate pressure?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the pumps operational under any ballast or loaded condition?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are there leaks or temporary patches in the fire line or significant uncontrolled leaks in the packing glands or mechanical seals when fire pumps are energized?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the Isolation, Expansion and Fire hydrant valves used in the fire main line are in good operational condition and no apparent leaks?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Fire Fighting and Prevention</b>	Is the fire detection system operational with no faults?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	If fitted, is the cargo hold fixed smoke detection and/or extraction system connected and fully operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the fire detectors free from any obstructions/covers?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the firefighters' suits, facemasks and other components in good condition?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Do all fire screen doors fully shut, and are free of obstructions and from any hold backs to keep doors in the open position?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Charts/ Publications</b>	Are all the required charts, including ECDIS, and publications up to date? Has the Voyage plan been prepared?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Emergency Generator</b>	Is the Emergency Generator tested in all starting modes and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	

	Are batteries fully charged?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the generator capable of taking power load?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Oily water separator &amp; 15 ppm alarm</b>	Are the Oily water separator, OCM, 3-way valve and all connected piping in good order and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the crew able to test in accordance with written test procedures?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all piping be in accordance with the ship's approved drawings?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the Oil Record Book up to date?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Drills</b>	Are all Fire, Abandon Ship and Enclosed space drills up to date?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Crew Documentation</b>	Do all officers and ratings required by the vessel's Minimum Safe Manning Certificate have the appropriate and valid national and flag State documents for their capacities?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Emergency Lighting</b>	Have emergency lights been tested and verified operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Emergency Exits</b>	Are the emergency exits being free of any obstructions on the entire escape route?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Sewage treatment system</b>	Is Sewage treatment system operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>ADDITIONAL REQUIREMENTS (for tankers only)</b>	Is Inert Gas Generator and/or Inert Gas System is operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is Oil Discharge Monitoring Equipment (ODME) operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are the cargo tank high level alarm and high-high level alarm operating with audio-visual alarms as required?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Is the fixed gas detection system operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Are all pressure/vacuum (P/V) relief valves for cargo tanks have been tested and operational?	YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>Maintenance:</b>			
Are there any required Ship Systems and Equipment not functioning and requiring maintenance? (If yes, please note below.)			

**I certify that I have verified, prior to this port arrival, except as noted herein, the above items and other systems and equipment are either: in conformance with applicable international regulations.**

- a. deficiencies have been reported to the company and the Liberian Administration at [prevention@liscr.com](mailto:prevention@liscr.com); and
- b. corrective action has been taken.

	Name(Print)	FIN	Signature
<b>Master</b>			
<b>Chief Engineer</b>			